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**TOWN OF BELMONT
COMMUNITY PRESERVATION COMMITTEE**

Minutes: Wednesday, September 9, 2015, Town Hall Conference Room #1, 5:00PM
Present: Liz Allison, Floyd Carman, Anthony Ferrante, Lisa Harrington, Gloria Leipzig,
Anne Marie Mahoney, Andres Rojas, Margaret Velie, Jim Williams
Other: Michael Trainor

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

Approve Minutes

Motion to approve minutes of August 12, 2015 passed with five votes.

- Lisa Harrington, Gloria Leipzig, Andres Rojas, and Jim Williams abstained from voting as they were not present for the August 12, 2015 meeting.

Public Meeting – September 17, 2015 – Agenda and Discussion

Margaret Velie will send an updated copy of the agenda to Michael Trainor so copies can be used as handouts at the Public Meeting. FY16 CPA Applications and copies of the most recent Project Status Reports will also be made available. The meeting will be held in the Selectmen's Room at 7pm.

Open Space and Housing Inventory Discussion

The CPC agreed to remove all the names of property owners referenced in the Open Space and Housing Inventory. Once these changes have been made, the CPC will vote to accept the document. Once accepted, the document will be filed with the Town Clerk and dispersed to the appropriate Town boards and departments.

Project Updates

FY14 Project Monitor Reports

Comprehensive Cultural Resources Survey – Lisa Harrington will e-mail a status update to Michael Trainor.

Irrigation Improvements at Rock Meadow Community Gardens – The selected vendor has completed its portion of work on the project. A few minor tasks remain for the Town to finish the project.

Preserving and Digitizing Belmont's Vital Records – See Attachment 1. Part IV of the project as referenced in the attached e-mail is likely to extend beyond the December 31, 2015 deadline, which would require the CPC to vote to approve an extension of the project.

FY15 Project Monitor Reports

Daniel Butler School Playground Project (Phase II) – The majority of the project has been completed, with some invoice processing and minor finishing work remaining.

(Belmont Village) Electrical Upgrade – Gloria Leipzig will e-mail Michael Trainor the official bid date when it becomes available. If the accepted bid is higher than the allotted CPA grant, project sponsors will seek additional funding from the Department of Housing and Community Development. Project sponsor Donna Hamilton will be invited to the October 14, 2015 CPC meeting to provide a detailed update.

First Time Homebuyer Assistance – The two lottery winners are actively seeking out properties to purchase, with Metro West providing assistance as needed. The final single-bedroom subsidy is currently being advertised, with an information session scheduled for October 8, 2015. Applications will be due by October 30, 2015, and the subsequent lottery will be held on November 5, 2015 (see Attachment 2)

Underwood Pool – A few invoices for contract administration remain before the CPC can vote to officially close the project. Although unrelated to the CPA-portion of the project, the CPC expressed concerns over whether certain safety and security issues are being addressed by the necessary boards and committees. These concerns included obtaining a pool cover, installing a fire alarm system, and providing the decibel level report for the pumps and filtration system. A subsequent e-mail to address these concerns was sent within 24 hours after the CPC meeting had adjourned (see Attachment 3).

FY16 Project Monitor Reports

1853 Homer House Rehabilitation and Restoration – Town Counsel will be providing the CPC with information on deed restrictions and other means of legal protection necessary for this project. The CPC discussed different hypothetical scenarios that could be problematic without the proper protection, including what would happen if the property were to be sold to another non-profit entity. The issue of increased public access still needs to be addressed by the project sponsors and the Town.

Floyd Carman suggested that ultimately the Board of Selectmen and School Superintendent would need to discuss the issue of public access with the Woman's Club in order to come to an acceptable agreement. The Board of Selectmen would also have the ultimate authority should the deed restriction require the Town to approve any subsequent purchases of the property.

Michael Trainor will forward the contact information for Erika Cherko-Soykan, Co-President of the Belmont Woman's Club, to Lisa Harrington in order to gather input on the issue of increased public access.

The project sponsors have selected Gary Wolf, author of the original Homer Housing Building Survey and Investigation, to draft the construction documents that will be needed before the IFB for the restoration and rehabilitation work can be written.

Other Business

- Meet Belmont – Although the event was well-attended, the CPC did not receive any questions from the public regarding the CPA and what it means for Belmont.
- CPA Website – A few minor changes remain, including confirmation that the search functionality cannot be improved to allow easier access to the CPC webpage.

- Update on CPA Project (CP-3) Reporting to State – Michael Trainor confirmed that he filed the CP-3 for Belmont prior to the September 15, 2015 deadline.
- Motion approved unanimously for payment of \$989.84 (24 hours @ \$40.41) to Michael Trainor for August/September administrative work.

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

The meeting was adjourned at 6:00PM.

Respectfully submitted,

Michael Trainor

From: Cushman, Ellen
Sent: Tuesday, September 01, 2015 12:31 PM
To: Carman, Floyd
Cc: Piccione, Meg
Subject: RE: Town Clerk CPA Project to Digitize Vital Records

Thanks for the info Floyd, we'll update the committee database

As for the CPA project for the Town Clerk, here's the latest status report:

Of the four parts

Part I – Item by item conservation survey and report – completed

Part II – Digitize vital records from microfilm and create database – 1859 to 1984 – completed

Part III – Digitize vital records from paper copies – 1984 to 2015 – will be completed by October 1, 2015

Part IV – Preserve individual books of vital records as prioritized in conservation survey report – will commence once the digitizing is completed and use up to the \$100K

Preservation of Individual books of vital records will continue, likely resulting other application for CPA funds in future years.

Ellen O'Brien Cushman
Town Clerk
455 Concord Avenue
Belmont, MA 02478
phone: 617-993-2604
email: ecushman@belmont-ma.gov

From: Carman, Floyd
Sent: Tuesday, September 01, 2015 12:18 PM
To: Cushman, Ellen
Cc: Piccione, Meg
Subject: RE: Town Clerk CPA Project to Digitize Vital Records

Ellen,

Would you update this for my 9/9/2015 CPA Meeting.

Paul Solomon normally did this but he has decided to not seek re-appointment.

Andy Rojas was approved by the BOS last night to replace Paul.

Thanks,

Floyd

Floyd S. Carman, CMMT, CMMC
Town Treasurer and Tax Collector
Town of Belmont
19 Moore Street
Belmont, Massachusetts 02478-0900
617-993-2782

Own a 1-BR Home in Belmont!

The Town of Belmont has created the First-Time Homebuyer Assistance Program to help low- and moderate-income families purchase homes in Belmont.

How it Works

Program participants are able to purchase any condominium, 1, or 2-family home that meets:

- Housing Quality Standards, inspection to be conducted prior to purchase
- Maximum Sale Price of:
 - o \$289,300 for a 1-BR home
- Grant amounts are up to \$115,000 for a 1-BR home
- Buyers must agree to a long-term deed restriction on the property purchased. Sample deed restriction may be viewed at:

<http://www.mass.gov/hed/docs/dhcd/hd/lip/lipdeedrider.pdf>

The Households

Households must meet certain income eligibility requirements:

Household Size	1 Person	2 Persons	3 Persons	4 Persons	5 persons	6 persons
Income limit	\$48,800	\$55,800	\$62,750	\$69,700	\$75,300	\$80,900

The Process

Applications are available now by contacting Nathan at Metro West Collaborative Development, Inc. at 617-923-3505 x 3 or nathan@metrowestcd.org or visit our website at:

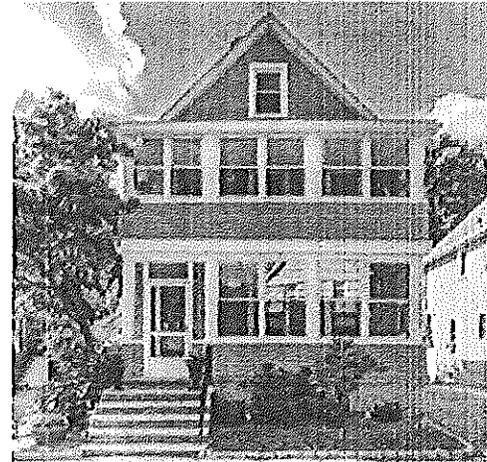
<http://metrowestcd.org/housing-services/information-for-home-buyers-owners/>

General Info. Session: October 8th, 2015 at 7:00 p.m. at the Belmont Public Library

Applications are due by October 30, 2015 at 5:00 p.m. A Lottery will be held November 5, 2015.

TTY users please call 711.

FREE TRANSLATION ASSISTANCE IS AVAILABLE: Call Robyn at 617-923-3505 x 5



From: [Carman, Floyd](#)
To: [Trainor, Michael](#)
Subject: FW: Underwood Pool
Date: Thursday, September 10, 2015 1:48:22 PM

Floyd S. Carman, CMMT, CMMC
Town Treasurer and Tax Collector
Town of Belmont
19 Moore Street
Belmont, Massachusetts 02478-0900
617-993-2782

E-Mail Address: fcarman@belmont-ma.gov

From: Carman, Floyd
Sent: Thursday, September 10, 2015 11:55 AM
To: Wheeler, Jeffrey
Cc: Liz Allison (elisabeth.allison@gmail.com); Kale, David; James Williams (jimwilliamsbelmont@gmail.com); Clancy, Glenn; Boyle, Gerald; 'Anne Paulsen'
Subject: FW: Underwood Pool

Jeffrey,

This is for your info.

Start at the bottom and roll forward.

Five small issues that need action/closure.

My suggestion you need to keep Gerry Boyle and Anne Paulsen in the loop.

This is not a CPA issue but questions were asked by them.

Thanks,

Floyd

Thanks,

Floyd

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Town of Belmont
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E-Mail Address: fcarman@belmont-ma.gov

From: Anne Paulsen [<mailto:annempaulsen@gmail.com>]
Sent: Thursday, September 10, 2015 11:40 AM
To: Carman, Floyd
Subject: Re: Underwood Pool

Thanks, Floyd.

Those issues have been reported to Jeffrey Wheeler and I asked him how we would report to the Planning Board--at a meeting, this message to Jeffrey or a more detailed report. I have not heard back from him for a couple of weeks. I will send him another reminder.
Anne

On Sep 10, 2015, at 11:32 AM, Carman, Floyd wrote:

Gerry & Anne,

At our CPA Meeting last night I gave a status on the funding from a CPA perspective.

Once we got through that some of the members were asking about open issues not CPA related.

I am passing this on to you for follow up and have copied David and the CPA Committee.

The CPA Committee has representation from the BOS, Planning Board and Recreation Commission.

I am assuming the respective members will report back to their boards.

Sincerely,

Floyd

Security,
Pool cover,
Landscape Plan approval by planning board,
Fire alarm,
Noise Decimal Level report.

Floyd S. Carman, CMMT, CMMC
Town Treasurer and Tax Collector
Town of Belmont

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Belmont, Massachusetts 02478-0900
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E-Mail Address: fcarman@belmont-ma.gov

From: Carman, Floyd
Sent: Tuesday, September 01, 2015 4:32 PM
To: Boyle, Gerald
Cc: 'Anne Paulsen'
Subject: Underwood Pool

Gerry,

When the Underwood Pool closes for the season do the existing buildings and pool have any sort of security.

This was a question by a resident.

I didn't have an answer so I am E-Mailing you and copying Anne Paulsen.

It seemed like a reasonable question.

Thanks,

Floyd

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E-Mail Address: fcarman@belmont-ma.gov

From: [Carman, Floyd](#)
To: [Trainor, Michael](#)
Subject: FW: Underwood Pool
Date: Thursday, September 10, 2015 1:47:07 PM

Floyd S. Carman, CMMT, CMMC
Town Treasurer and Tax Collector
Town of Belmont
19 Moore Street
Belmont, Massachusetts 02478-0900
617-993-2782

E-Mail Address: fcarman@belmont-ma.gov

From: Carman, Floyd
Sent: Thursday, September 10, 2015 11:32 AM
To: Boyle, Gerald; 'Anne Paulsen'
Cc: Kale, David; Andres T. Rojas, ASLA; 'Anthony Ferrante'; 'Gloria Leipzig'; James Williams (jimwilliamsbelmont@gmail.com); 'Lisa Harrington'; Liz Allison (elisabeth.allison@gmail.com); Mahoney, Anne Marie; 'Margaret Velie'; Trainor, Michael
Subject: RE: Underwood Pool

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