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TOWN OF BELMONT
COMMUNITY PRESERVATION COMMITTEE (CPC)

Minutes: Wednesday, March 9, 2016, Town Hall Conference Room #1, 5:00PM
Present: Floyd Carman, Anthony Ferrante, Lisa Harrington, Anne Marie Mahoney,
Margaret Velie, Jim Williams
Absent: Liz Allison, Gloria Leipzig, Andrés Rojas
Other: Anne Marie Lambert, Michael Trainor

Margaret Velie called the meeting to order at 5:01 PM.

Approve Minutes

Motion to approve minutes of February 10, 2016 passed unanimously.

Report on Warrant and Capital Budget Committee Actions

The Capital Budget Committee will be meeting on March 10, 2016 and discussion on the current year CPA project proposals is scheduled as the first item on their agenda.

The Warrant Committee voted to support five of the six CPA project proposals at their meeting on March 2, 2016. Vote to support the Winn Brook Tennis Court Project was postponed until their March 23, 2016 meeting.

Jim Williams restated the Board of Selectmen's (BOS) position on the Winn Brook Tennis Court Project. While the BOS, under different leadership and membership, last year supported delaying work on the Winn Brook tennis courts in order to perform a usage study, new circumstances have necessitated fixing this recreational asset before the usage study can be completed. The loss of tennis courts at the Chenery Middle School and the impending loss of tennis courts at Belmont High School will significantly reduce Belmont's recreational assets. The Winn Brook tennis courts will be needed to absorb the additional users from these lost recreational facilities.

However, while the currently elected BOS does not support waiting for the tennis usage study before addressing the Winn Brook courts, Jim Williams conveyed their support should Anthony Ferrante and the tennis working group wish to continue the usage study independent of the BOS. If the usage study uncovers compelling reasons why the Winn Brook Tennis Court Project should not move forward, the BOS as sponsors of the project with David Kale would have the authority to discontinue the project even after Town Meeting approval.

Anthony Ferrante restated his position regarding the Winn Brook Tennis Court project. The Recreation Commission should be directly involved with Town decisions that involve recreational assets. A usage study and overall master plan would provide a framework that the Town could use to determine which projects should be prioritized over others. Ideally, the Winn Brook Tennis Court Project would have been pursued in accordance with such a recreational master plan. Additionally, private donations should have been used in conjunction with public funding, which historically has been the case with all recreational assets except for tennis courts.

Anthony Ferrante stated that he would support the Winn Brook Tennis Court project, while

continuing working with the tennis working group to conduct the town wide tennis court usage study.

Anne Marie Lambert arrives at 5:15pm.

Final Assessment for Projects for May Town Meeting

Michael Trainor will send an updated draft of the Project Summary Report to the CPC by Friday, March 11, 2016. Any comments will be sent back to Michael Trainor by the following Wednesday. These comments will be incorporated into a final draft, which will be sent to the CPC by the close of business on March 18, 2016. The CPC will provide electronic approval of the document by March 23, 2016.

Financial Overview and Recommendation for FY17 (May 2016 Town Meeting) Appropriation

Floyd Carman will send the CPA Disclosure Form to Michael Trainor, so that the section of the Project Summary Report that details the CPA Budget can be updated.

Project Monitor Reports

FY15 Project Monitor Reports

Belmont Community Moving Image Archive – The archival process has started. No invoices submitted at this time.

(Belmont Village) Electrical Upgrade Interior Wiring – After receiving the Town's electrical inspector's approval, work to upgrade the electrical work has begun at the rate of one unit per day.

First Time Homebuyer Assistance – Although grant recipients have been selected, finding applicable housing stock has become increasingly difficult. Project sponsors and the CPC will reassess the project by the close of FY16.

FY16 Project Monitor Reports

1853 Homer House Rehabilitation and Restoration – Project sponsors have completed the first draft of the RFP, which is being sent to the Town for review.

Pequossette Tennis Courts Rehabilitation and Restoration – A vendor has been selected and the project is expected to be completed by late May 2016.

Wellington Station Exterior Restoration and Rehabilitation – A vendor has been selected and work is expected to begin in May 2016.

Anne Marie Mahoney left at 5:37pm.

Open Space and Housing Inventory Discussion

Margaret Velie distributed hardcopies of the Open Space and Housing Inventory to the CPC. The CPC will review the document, and the electronic copies of the appendix files, and provide any feedback by email. The final draft of the Open Space and Housing Inventory will be presented at the next meeting for the CPC to vote to approve. Once the final draft has been

approved, the document will be filed with the Town Clerk. The document will also be presented to the Board of Selectmen for informational purposes.

Anne Marie Lambert inquired how often the inventory will be updated. Floyd Carman suggested adding the task of reviewing the inventory to the annual CPA timeline. This would allow the CPC to periodically make changes to the excel files as needed.

Other Business

- Motion to approve for payment of \$1,171.89 (29 hours @ \$40.41) to Michael Trainor for February/March administrative work passed with five votes.
 - Anne Marie Mahoney was not present at the time voting took place
- Jim Williams inquired whether steps could be taken to make the CPA application process easier for residents who have no prior experience with public construction and procurement regulations. In response, Floyd Carman stated that the CPC should determine the level of guidance project sponsors need on a case-by-case basis.
- Floyd Carman clarified that the requirement for CPA projects to be completed within thirty months of the award date is not a statutory requirement, but instead a CPC-created policy that was written into the Town of Belmont's CPA Plan.

The next meeting is scheduled for Wednesday, April 13, 2016 at 5:00PM, Town Hall Conference Room 1.

The meeting was adjourned at 6:04 PM.

Respectfully submitted,

Michael Trainor