

TOWN OF BELMONT
COMMUNITY PRESERVATION COMMITTEE (CPC)

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TOWN CLERK
BELMONT, MA

DATE: November 29, 2022
TIME: 8:56 AM

Minutes: Wednesday, September 14, 2022, Zoom Public Meeting

Present: Elizabeth Dionne, Margaret Velie, David Kane, Sarah Caputo, Stephen Pinkerton, Juliet Jenkins, Roy Epstein, Gloria Leipzig

Other: Matthew Haskell, Dave Blazon, Jacqueline Appel

Absent: Michael Chesson

Elizabeth Dionne called the meeting to order at 5:30 PM.

- I) Review and Vote on Final Application of off-cycle funding request
- a. Elizabeth recognized Dave Blazon to speak to the off-cycle application for additional funding for the Town Hall slate roof project.

Stephen moved to approve to bring the off-cycle final application for additional funding for the Town Hall slate roof to the 2022 Special Town Meeting. Seconded by Gloria. The motion was approved unanimously: 8 Yeas, 0 Nays, 0 Abstentions.

- II) Ratify 2022 Annual Report to Town Meeting

David moved to ratify the 2022 CPC Annual Report to Town Meeting. Seconded by Stephen. The motion was approved unanimously: 8 Yeas, 0 Nays, 0 Abstentions.

- III) Assign members to oversee each of the FY23 projects

- a. Update all of the Mark Paolillo items to be Roy Epstein.
- b. Belmont Cemetery Preservation Master Plan with Treatment – Stephen and Sarah
- c. Belmont Community Path Phase 2 - Roy
- d. Grove Street Baseball and Basketball Reconstruction – Stephen
- e. Payson Park Revitalization Phase II - Construction - David
- f. Restoration of Belmont's Historic Tower Clock - Juliet
- g. Town Field Playground and Court Restoration - David
- h. Predevelopment Funding for Revitalization of Sherman Gardens - Gloria
- i. Restoration of Benton Library Chimney & Accompanying Building Repairs - Michael
- j. Benton Library Building Envelope Study – Michael

- IV) Update on the status of HDC study, possible use of administrative funds for HDC guidelines

- a. Elizabeth Dionne recognized Jacqueline Appel to discuss the HDC study. Jacqueline stated that they are currently looking to see what their options are for funding and when that funding would be made available for their use. Elizabeth let Jacqueline know that in August the CPC voted to allow the use of up to \$40,000 of the FY23 CPC administrative funding. Jacqueline stated that she would have a conversation with staff planner Gabe Distler and then have a follow-up conversation with Elizabeth and Matt.

V) Update on comparable rate of pay for CPC administrators in peer towns

- a. Elizabeth reviewed the rate of pay for CPC administrators and suggested raising the hourly pay rate to \$40 per hour. The committee also reviewed the past annual cost of CPC administrator.

Gloria moved to increase the rate of pay for the CPC administrator to \$40 per hour. Juliet seconded. The motion was approved unanimously: 8 Yeas, 0 Nays, 0 Abstentions.

VI) Elizabeth opened the public portion of the meeting. Jacqueline Appel and David Beavers were members of the public in attendance.

David Beavers stated that he is with the Friends of PQ Park and he knows that the group is looking to put forward an application this year and he wanted to get a little more information. Elizabeth showed the CPC page on the Town website and explained the overall process. David Beavers stated that Brandon Fitts, Recreation Director, was going to be submitting for them and that he is really looking for if he should be doing anything separately. David Kane added that Brandon did bring up the application for PQ Park to the Recreation Commission at their last meeting, and that he knows that Brandon does indeed plan to bring it forward. David Kane said that Brandon will get this preliminary application in, but that following the preliminary application the Recreation Commission would hold a public meeting. David Beavers asked about the timing on the project, David Kane and Elizabeth answered that if the project is approved by Town Meeting that the funds would become available on July 1, 2023.

Jacqueline Appel said that she noticed that on the Town website there was a section that stated when you are applying for CPC funding that you should confer with a CPC member to have them help you through the application. Elizabeth explained that the preliminary application is really to find out if the proposed project is eligible for funding and then to offer feedback to inform the applicant on what to include in the final application.

VII) Approve Invoices

- a. Anderson & Kreiger invoice for August service in the amount of \$96.00

Stephen moved to authorize payment of Anderson & Kreiger's August invoice in the amount of \$96. Seconded by Margaret. The motion was approved unanimously: 8 Yeas, 0 Nays, 0 Abstentions.

VIII) Other Business

- a. Project Updates

- i. Community Preservation Grant Agreement – Repair and Restoration of the Tower Clock.

Stephen moved to approve the Grant Agreement with any clerical corrections necessary. Seconded by Margaret. The motion was approved: 7 Yeas, 0 Nays, 1 Abstention (Sarah)

- ii. Project Signs

1. Juliet explained that this is the proof that came back from Belmont printing after giving them the color, Town seal, and the tag-line that was voted on previously. Juliet noted that the signs would be two-sided.

David moved to approve sign design in this form with clerical discretion given to Juliet and Matt. Seconded by Stephen. The motion was approved unanimously: 8 Yeas, 0 Nays, 0 Abstentions.

Gloria moved to adjourn the meeting at 6:40PM. Seconded by David. The motion was approved unanimously: 7 Yeas, 0 Nays, 0 Abstentions.

Respectfully Submitted,

Matt Haskell