

TOWN OF BELMONT
COMMUNITY PRESERVATION COMMITTEE (CPC)

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Minutes: Wednesday, May 11, 2016, Town Hall Conference Room #1, 5:00PM
Present: Liz Allison, Floyd Carman, Anthony Ferrante, Lisa Harrington, Gloria Leipzig,
Anne Marie Mahoney, Andrés Rojas, Margaret Velie, Jim Williams
Other: Debra Lockett, Donna Ruvolo, Steve Pinkerton, and Michael Trainor

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

Approve Minutes

Motion to approve minutes of April 13, 2016 as amended passed with six votes.

- Liz Allison and Anthony Ferrante abstained from voting as they were not present for the April 13, 2016 meeting.
- Lisa Harrington was not present at the time voting took place.

Grove Street Park

Donna Ruvolo presented a preliminary draft of the RFP for a site plan for the proposed Intergenerational Walking Path at Grove Street Park. The project sponsors took into consideration data collected from a Grove Street Master Plan, comparable features of the recently approved Clay Pit Pond Intergenerational Walking Path CPA Project, and feedback from the surrounding neighbors when drafting the RFP. Along with creating an ADA compliant walking path, the proposal would also address seeding, erosion, and other landscaping issues, as well as add some additional seating at Belmont's largest parks facility. Town Administrator David Kale and DPW Director Jay Marcotte have been updated on the status of the project proposal, and will be consulted to create the final draft of the RFP.

Lisa Harrington arrived at 5:04pm.

Steve Pinkerton, co-sponsor of the proposal, noted currently there is no dedicated path for elderly or disabled residents to safely move through the park. The path would "open up" the park to the public, creating a more inviting feel to this recreational asset. The project could be staged over two years depending on the final cost estimate.

Anthony Ferrante stated that the Recreation Commission would need to be involved with all stages of the project. Floyd Carman agreed, adding that all communication with all community groups and municipal entities with a vested interest in the park (Belmont Youth Baseball, Belmont Soccer Association, etc) would have to be done through the Recreation Commission. Any CPA grant application for this type of project would also need to illustrate that other funding sources would be used in conjunction with CPA funds. The CPC would need to know what portion of the total funding would be derived from Town, CPA, private fundraising, and other outside sources.

Andrés Rojas confirmed that aspects of the Grove Street Master Plan could be used as a preliminary plan with the understanding that the subsequent designer will refine, adapt, and revise the document as needed. Debra Lockett, co-sponsor of the proposal, confirmed that the

sponsors were treating this document as a preliminary design for general Town use only and not a substitute for more detailed construction documents.

Debra Ruvolo added that, while the project would be similar in many ways, the scope would be much larger and likely cost significantly more than the Clay Pit Pond Intergenerational Walking Path CPA Project.

Debra Lockett, Donna Ruvolo, and Steve Pinkerton left the meeting at 5:37pm.

Town Meeting and FY17 Projects Update

Award letters have been distributed to the FY17 CPA grant recipients.

The CPC agreed that the current approach for disseminating information to the public and presenting projects at Town Meeting has been effective.

As an aside, Anthony Ferrante informed the CPC that the Recreation Commission has requested to be informed of any future CPA applications that would directly impact Belmont's recreational assets.

Community Housing Conference

Gloria Leipzig attended a community housing conference jointly held by Mass Housing and the Community Preservation Coalition. Among the topics of discussion was the use of CPA funds to create new affordable housing units through partnerships with other non-profit agencies, capitalizing on opportunities for mixed-use properties, and repurposing town owned land.

The Belmont Housing Trust (BHT) has determined that the first step towards achieving these goals is to create a Housing Production Plan. With the aid of Metrowest, the data-driven plan will include demographics on Belmont residents and an inventory of potential housing opportunities. On June 14, 2016, the BHT and the League of Women Voters will hold a public meeting at the Beech Street Senior Center to solicit input from the community. The feedback received at this meeting and through other forms of public outreach will be incorporated into the Housing Production Plan, ensuring that the final plan reflects the overall housing goals of the citizens of Belmont.

Liz Allison left the meeting at 5:57pm

CPA Plan Update and Timeline

Michael Trainor distributed the timeline to the CPC. While the CPC did not see any issues with the timeline, it will be reviewed more thoroughly in conjunction with the most recent draft of the CPA Plan. Anthony Ferrante will determine what changes should be made to the Recreational Land section of the CPA Plan, as necessitated by recent updates to CPA legislation.

The CPC will vote to approve the Timeline and CPA Plan at the June 8, 2016 meeting. Once these documents have been approved, copies will be made available to the public. In addition to posting the file on the CPC's website, advertising in the local paper, and leaving copies of the application at the Town Clerk's Office, pdf copies of the CPA plan will be emailed to current Town Meeting members.

Project Monitor Reports

FY14 Project Monitor Reports

Comprehensive Cultural Resources Survey – The project is on target for the June 30, 2016 completion date. Once completed, a joint presentation to the Board of Selectmen, Belmont Historic District Commission, and the CPC will be scheduled for the fall of 2016.

Gloria Leipzig left the meeting at 6:11pm

FY15 Project Monitor Reports

Belmont Community Moving Image Archive – Sponsors have submitted a detailed status report showing significant progress has been made. The projected completion date is October 2016.

(Belmont Village) Electrical Upgrade – All FY15 CPA grant funding has been expended for this project. All future project expenses will be paid through the FY16 CPA grant.

FY16 Project Monitor Reports

Digitization of Belmont Newspapers (1890-1923) – Project sponsors have solicited help from the Town Clerk (sponsor of the Digitization of Town Vital Records project) in order to begin the vendor selection process.

1853 Homer House Rehabilitation and Restoration – The deed restriction is expected to be completed in a few weeks.

Pequossette Tennis Courts Rehabilitation and Restoration – The project is ahead of schedule and is expected to be completed by the first week of June 2016.

Wellington Station Exterior Restoration and Rehabilitation – The vendor that was selected could not accept the contract due to outside circumstances. As the rest of the bids were over the allotted budget, the sponsors will have to restart the bidding process.

FY17 Project Monitor Reports

Winn Brook Tennis Courts – The project is expected to be completed by the end of the calendar year.

Other Business

- Motion to approve payment of \$929.43 (23 hours @ \$40.41) to Michael Trainor for April/May administrative work passed seven votes.
 - Liz Allison and Gloria Leipzig were not present at the time voting took place.
- Floyd Carman requested that the CPC reevaluate the Debt Servicing Policy that is set to expire at close of the fiscal year.

The next meeting is scheduled for Wednesday, June 8, 2016 at 5:00PM, Town Hall Conference Room 1.

The meeting was adjourned at 6:27pm.

Respectfully submitted,

Michael Trainor