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

Minutes: Thursday, September 22, 2016, Town Hall Selectmen's Room, 7:00PM
Present: Floyd Carman, Anthony Ferrante, Margaret Velie, Anne Marie Mahoney
Absent: Karl Haglund, Lisa Harrington, Gloria Leipzig, Andrés Rojas, Jim Williams
Other: Michael Trainor

Margaret Velie called the meeting to order at 7:02 PM.

Introductory Remarks

Margaret Velie provided a history of the CPA in Belmont, including an explanation of how funding is derived from both a surcharge on property tax bills and from the annual State Match. Belmont receives approximately \$1 million in combined CPA revenue per year.

Project Eligibility

Margaret Velie reviewed the CPA eligibility chart (attached), noting that Recreational Land is a subset of the Open Space asset category.

Application Process and Timeline

The following process was communicated to the meeting attendants:

- 1) Project sponsors who are invited to move forward into the Final Application phase will be expected to give a 5 minute presentation on their proposals at the November 10, 2016 Public Meeting.
- 2) Project proposals that receive CPC support will be expected to attend supplementary committee/advisory board meetings during February/March 2017 if necessary.
 - a. Board of Selectmen
 - b. Capital Budget Committee
 - c. Warrant Committee
- 3) Sponsors will be expected to attend the League of Woman Voters Town Meeting night (late April 2017).
- 4) Town Meeting is expected to occur on May 3, 2017; during with project sponsors will present their proposals before Town Meeting members.
 - a. CPC members will be in attendance to provide additional support.
 - b. Town Meeting may vote to
 - i. approve the project
 - ii. reject the project
 - iii. approve the project at a reduced grant amount.

Questions

- 10 hardcopies is expected for both the Preliminary and Final Applications.
- Adjustments can be made to the proposal prior after submitting the Preliminary Application but prior to submitting the Final Applications
- Project sponsors should be speaking with the appropriate boards and commissions for

additional support at this stage of the application process, if they have not done so already.

- The Preliminary Application is only intended to assess CPA eligibility, as opposed to whether the project is “a good fit” for the Town of Belmont.
- Some considerations for sponsors submitting Final Applications:
 - Will Town Departments be involved in the project?
 - If so, how does the CPA project fit into the overall Town goals and priorities?
 - What will be the financial impact to the Town?
 - Does the proposal present a focused scope of work?
 - Will ongoing maintenance be required?
- In past Town Meetings only a single session has been required in order to pass the CPA articles.
- All Town Meeting approved projects are expected to adhere to state bid laws.

The meeting was adjourned at 7:32 PM.

Respectfully submitted,

Michael Trainor