

TOWN OF BELMONT
COMMUNITY PRESERVATION COMMITTEE

DEC 18 9 30 AM '12

Minutes: Thursday, December 6, 2012, Town Hall Conference Room 1, 5:00PM
Present: Donna Brescia, Floyd Carman, Joe DeStefano, Lisa Harrington,
John Owens, Andres Rojas, Paul Solomon, Margaret Velie
Absent: Anne Marie Mahoney
Other: Ellen Schreiber, Michael Trainor, Franklin Tucker

Paul Solomon called the meeting to order at 5:02 PM.

Old Business:

- Approved minutes of November 14, 2012.

Review of Final Applications:

The CPC reviewed each Final Application to determine if any further information is required before the committee votes to approve or deny FY14 CPA funding at the Public Meeting on January 9, 2013.

- Joey's Park Rehabilitation
 - i. Ellen Schreiber (co-sponsor of the proposed project) was in attendance to confirm the following
 - 1. Budget submitted is based on preliminary schematics. Detailed drawings and construction documents to follow.
 - 2. \$50,000 material cost savings, as detailed in section 4 of the Budget narrative, was not factored into the total cost of the project
 - ii. If this project were to be approved by the CPC and Town Meeting, Floyd Carman suggested coordinating with Peter Castanino from the Department of Public Works to assist with procurement procedures
 - 1. Peter Castanino and another town employee (possibly Mike Santoro) would be responsible for logging all returned requests for proposals and assisting Ellen Schreiber in reviewing each bid
- Building Survey and Investigation of 1853 William Flagg Homer House
 - i. Lisa Harrington will contact the sponsors of the project, requesting more detail on the budget as outlined in section 8.B. of the Final Application
- Landscape Plan for Intergenerational Walking Path at Clay Pit Pond
 - i. Margaret Velie will contact the sponsors of the project, requesting that steps three through five of the timeline be specifically addressed in the budget of this project
- Irrigation Improvements at Rock Meadow Community Gardens
 - i. As this project could meet the qualifications for accessing multiple community asset funds, the CPC acknowledges that it would need to

determine which funding pool to use for this project were it to be approved.

- Town Hall Concord Ave Door Remediation
 - i. Floyd Carman contacted the sponsors of the project, requesting that pictures of the inside and outside of the Town Hall doors be included as part of the reference material.
- Electric Service Upgrade – Underground Wiring (Affordable Housing)
 - i. Donna Brescia will contact the sponsors of the project in order to clarify the following aspects of the Final Application
 - 1. As written, it is unclear whether this project proposal is just for Belmont Village or for other Affordable Housing sites in Belmont
 - 2. The requested amount for CPA funding needs to be narrowed
 - a. Currently listed as \$147,000 - \$200,000
 - b. More comprehensive figures should be included to account for demolition, installation, etc.
 - ii. Should the CPC and Town Meeting approve this project, the proceeds from any salvage material (such as copper) obtained from the site must go back to Belmont's CPA Fund.
- Underwood Park
 - i. Floyd Carman distributed material obtained from the sponsors of the project regarding how the requested amount for CPA funding the second step of the design process was determined:
 - 1. 8% of the highest estimate for the total project, minus administration costs
 - ii. CPC acknowledged that if this project was approved at the January 9, 2013 meeting, their endorsement could be rescinded after reviewing the findings of the Feasibility Study expected to be completed in February 2013
- Comprehensive Cultural Resources Survey of Belmont
 - i. Lisa Harrington, as sponsor of this project, will clarify the proposed budget by showing that only phase three of the project's timeline will incur any costs
 - ii. As the Final Application references fulfilling strategies in the Comprehensive Plan (which was previously tabled at Town Meeting), Joe DeStefano will contact the Planning Board in order to get the Comprehensive Plan on the docket for the next Town Meeting
- Preserving and Digitizing Belmont's Vital Records
 - i. Floyd Carman asked Ellen O'Brien Cushman, the sponsor of this project, to attend the December 12, 2012 public meeting to answer questions regarding prioritizing scanning and digitizing records over the preservation of the actual hardcopy documents

The next meeting is scheduled for Wednesday, December 12, 2012 at 5:00PM, Town Hall Conference Room 1.

Meeting was adjourned at 6:25 PM.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Michael Trainor", written in a cursive style.

Michael Trainor