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**TOWN OF BELMONT
COMMUNITY PRESERVATION COMMITTEE**

Minutes: Wednesday, December 11, 2013, Town Hall Conference Room #1, 5:00PM
Present: Floyd Carman, Joe DeStefano, Anthony Ferrante, Lisa Harrington, Gloria Leipzig, Anne Marie Mahoney, Paul Solomon, Margaret Velie
Absent: Andres Rojas
Other: Michael Trainor, Franklin Tucker

Paul Solomon called the meeting to order at 5:03 PM.

Approve Minutes

Motion to approve minutes of November 20, 2013 with the following corrections:

- Under "Revote On [...] Clay Pit Pond Project", indicate in the second paragraph that the project would be allowable if the pond had been acquired using CPA funds.
- Motion passed with six votes.
- Two abstentions
 - Lisa Harrington was not present for the November 20, 2013 meeting.
 - Anthony Ferrante was not an active voting member of the committee at the time of the November 20, 2013 meeting.

Vote on Final Application for Open Space Land Inventory Project

After reviewing the final application for the Open Space Land Inventory Project, Town Counsel questioned whether this could be considered a CPA-eligible project. Town Counsel believes this would be better characterized as an administrative expense and should not be funded as a CPA project. Based on this new information, Peg Velie withdrew the application subject to approval from the Conservation Commission. The CPC will discuss the Open Space Land Inventory Project at the January 8, 2014 meeting to determine if it will be added as an administrative expense to the CPA budget.

Vote on Final Application for Moving Image Archive Project

As requested by the Community Preservation Committee (CPC), Jeffrey Hansel obtained written support from the Belmont Historical Society for the Moving Image Archive Project. Motion to move Belmont Community Moving Image Archive Project to Town Meeting for CPA Funding of \$12,000 passed unanimously.

Project Monitor Reports

- Building Survey of the William Flagg Homer House – Wolf Architects completed the initial survey work and submitted an invoice for 40% of the purchase order.
- Landscape Plan for Intergenerational Walking Path – The RFP is expected to be advertised in January.
- Irrigation Improvements at Rock Meadow – The project only received one bid submission, despite the multitude of vendors who had previously expressed interest. Floyd Carman

suggested that Mary Trudeau should contact Frank Martin, Chief Procurement Officer for the Town, for more information about how to proceed.

- (Town Hall) Concord Ave Door Remediation – No updates were given at this time.
- Joey's Park Rehabilitation – No updates were given at this time.
- Electric Service Upgrade (Belmont Village) – Donna Hamilton will send the necessary bid and billing documentation to the CPC.
- Underwood Park – No updates were given at this time.
- Comprehensive Cultural Resources Survey – Six proposals were received in response to the RFP. The Belmont Historic District Commission will review the non-price proposals and select a vendor by January 4, 2014.
- Preserving and Digitizing Belmont's Vital Records – The Town Clerk's Office is adapting the project to include microfilm that was recently found, with the goal of reducing costs.

CPC Timeline to Town Meeting

The list of approved projects will be distributed to the Board of Selectmen, the Capital Budget Committee and the Warrant Committee. The CPC will schedule meetings with each committee to answer their questions. The expectation is that each committee will judge projects based on CPA funding criteria and help identify any potential secondary effects on the Town's Operating Budget. The CPC will then prepare the warrant and notify project sponsors who will be expected to present at Town Meeting.

CPC Meeting Schedule, January – June 2014

Below are dates for the upcoming CPC Meetings.

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|---------------------|-----------------|
| • January 8, 2014 | • April 9, 2014 |
| • February 12, 2014 | • May 14, 2014 |
| • March 12, 2014 | • June 11, 2014 |

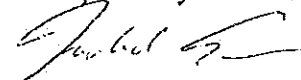
Other Business

- Motion approved unanimously for payment of \$1,287.72 (36 hours @ \$35.77) to Michael Trainor for administrative work.
- Michael Trainor will submit a draft of the Annual Report to Paul Solomon and Anne-Marie Mahoney for review. The Final Draft will be voted on at the February 12, 2014 meeting.

The next meeting is scheduled for Wednesday, January 8, 2014 at 5:00PM, Town Hall Conference Room 1.

Meeting was adjourned at 5:39 PM.

Respectfully submitted,



Michael Trainor