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**TOWN OF BELMONT  
COMMUNITY PRESERVATION COMMITTEE**

Minutes: Wednesday, September 11, 2013, Town Hall Conference Room 2, 5:00PM  
Present: Floyd Carman, Joe DeStefano, Lisa Harrington, Gloria Leipzig, Anne Marie Mahoney, John Owens, Andres Rojas, Paul Solomon, Margaret Velie  
Other: Anne Covino Goldenberg, Sheila Flewelling, Evan Macdonald, Anne Paulsen, Michael Smith, Michael Trainor, Franklin Tucker, Joe White

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Paul Solomon called the meeting to order at 5:00 PM.

Old Business

Approved minutes of August 14, 2013 with five votes.

- Four abstentions: Joe DeStefano, Lisa Harrington, Gloria Leipzig, and Anne Marie Mahoney

Review of the August 28, 2013 Meeting

Paul Solomon acknowledged the low attendance at the August 28, 2013 Public Meeting. While having the event during the last week of August likely contributed to the low attendance, it is not possible to schedule the event later in the year given the current application timeline. The CPC may review alternative application timelines at a future meeting.

Project Monitor Reports

The following FY14 CPA project updates were provided:

- Comprehensive Cultural Resources Survey – The RFP is expected to be completed by September 20, 2013.
- Landscape Plan for Intergenerational Walking Path – A public meeting was held in June, during which it was decided that the project should focus on maintaining or reducing the current level of maintenance for this site and prioritizing accessibility for the elderly and the disabled. Two more meetings are scheduled for the fall, with a Request for Proposals (RFP) to be drafted in the near future.
- Irrigation Improvements at Rock Meadow – Project sponsors are currently drafting an RFP. The majority of work cannot begin until the water is shut off for the season.
- (Town Hall) Concord Ave Door Remediation – This project has been delayed due to the Town Hall Window Restoration currently underway.
- Joey's Park Rehabilitation – The old playground has been successfully demolished and the new park is scheduled to be completed by mid October.
- Electric Service Upgrade (Belmont Village) – Work has commenced and it is expected that the project will take less than 120 days to complete. Donna Hamilton will submit copies of the three bids she received for this project for the CPC to confirm compliance with public procurement laws.

- Underwood Park – The Underwood Pool Committee has been established and they are scheduled to approve the final RFP at the September 12, 2013 meeting.
- Building Survey of the William Flagg Homer House – Wolf Architects is requesting a deposit before work can commence. As policy, the Town does not submit payments before receiving a deliverable. If Wolf Architects can produce a partial deliverable before the project's completion, the Town can provide a partial payment determined by the percentage of the work that has been completed. This policy will be communicated to Wolf Architects.
- Preserving and Digitizing Belmont's Vital Records – Specifications on the project have been sent out, with response expected during the upcoming weeks for the Preservation Survey.

#### Review and Approval of Preliminary Applications

Below are the results of the Preliminary Application Selection Process:

- Motion to approve Winn Brook Field Renovation Project for Final Application passed unanimously.
- Motion to approve JV Field Irrigation Upgrade Project for Final Application passed unanimously.
- Motion to approve Environmental Land Inventory for the Town of Belmont Project for Final Application passed unanimously.
- Motion to approve Pedestrian/Bicycle Connection Between Belmont High School & Winn Brook Project for Final Application passed unanimously under the condition that written approval from the MBTA is submitted with the Final Application by November 1, 2013.
- Motion to approve Rehabilitate / Restore Land Abutting Pequossette Field Project for Final Application passed unanimously under the condition that a member of the Community Preservation Coalition inspects the site in person to determine if the project is allowable under the Recreation Community Asset Criteria.
- Motion to approve First Time Homebuyer Assistance Program for Final Application passed unanimously. It was stated that the Committee may need to be flexible about the dollar amount.
- Motion to approve Vigliolo Skating Rink / White Field House Feasibility Study Project for Final Application passed unanimously under the condition that the Community Preservation Coalition confirms the project is allowable under the Recreation Community Asset Criteria.
- Motion to approve Belmont High School Athletic Complex Study Project for Final Application passed with eight votes. John Owens cast a no vote, stating that he does not believe this project meets the Recreation Community Asset Criteria.
- Motion to approve Underwood Pool Project for Final Application passed unanimously.

*Andres Rojas left the meeting at 6:14pm*

- Motion to approve Thomas Clark House Relocation and Restoration Project for Final Application passed unanimously under the condition that the following items are submitted with the Final Application by November 1, 2013:
  - Written consent from the Board of Library Trustees
  - Formal Site Plan Review from the Planning Board
  - Written consent from the Conservation Commission

*Lisa Harrington left the meeting at 6:33pm*

- Motion to approve Electrical Upgrade (Belmont Village) for Final Application passed unanimously.
- Motion to approve Daniel Butler School Playground Project (Phase II) for Final Application passed unanimously.
- Motion to approve Green Enhancement to Belmont High School Parking Lot Project for Final Application passed unanimously under the condition that the following items are submitted with the Final Application by November 1, 2013:
  - Detailed drawings of the affected site
  - Analysis of what the impact will be on the affected site and adjacent parking lot
  - Analysis of what impact the Belmont High School Renovation will have on this proposed CPA project
  - Evidence for why implementation of this proposed CPA project cannot be postponed until after the completion of the Belmont High School Renovation
- Motion to approve Belmont Community Moving Image Archive Project for Final Application passed unanimously under the condition that the Community Preservation Coalition confirms the project is allowable under the Historic Preservation Community Asset Criteria.

Preparation for the October 10, 2013 Public Meeting

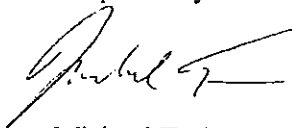
Project sponsors will be responsible for giving a five minute presentation and answering any questions regarding their project proposal. The CPC will provide a listing of the approved FY14 Preliminary Applications as a handout to those in attendance.

Other Business

The next meeting is scheduled for Wednesday, October 9, 2013 at 5:00PM, Town Hall Conference Room 1.

Meeting was adjourned at 6:56 PM.

Respectfully submitted,



Michael Trainor