



TOWN OF BELMONT

455 CONCORD AVENUE
BELMONT, MASSACHUSETTS
02478

MICHAEL J. WIDMER
TOWN MODERATOR

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617-489-1822 (home)

August 17, 2020

By Hand

Roy Epstein,
Chair Belmont
Select Board 455
Concord Avenue
Belmont, MA 02478

Re: 2020 Special Town Meeting – Request to Call Meeting to be Held By Remote Participation

Dear Mr. Epstein and Members of the Select Board:

I am hereby requesting, in my capacity as Town Moderator, that the Select Board call for the 2020 Special Town Meeting to be held through remote participation because of the public health and safety risk presented by holding a physical meeting with 300 people. This letter is intended to conform to the requirements of Chapter 92 of the Acts of 2020.

Such a meeting would be conducted using a combination of technologies, described in more detail below, that will allow Town Meeting Members (TMMs) to see and hear the Moderator and all other participants, to be recognized and address the meeting, and to vote securely. This combination of technologies will allow non-TMMs to see and hear the proceedings and, when authorized in advance by the Moderator, to address the meeting in the same manner as is the practice in Belmont. It will allow TMMs to signal the Moderator when they wish to address the pending question and be put in line to speak, as is customary at live Town Meetings, to determine whether a quorum is present, to raise a point of order where appropriate, and to determine whether their votes have been properly recorded. The technologies will allow interested members of the public to watch the meeting remotely for purposes of witnessing the meeting and it allows for the meeting to be recorded so that the proceedings can be heard and viewed at a later time. Lastly, our court reporter would be creating the word-by-word transcript as required by Belmont General Bylaw §20-210.

The combination of technology methods I am proposing includes the following:

- TMMs will attend the meeting and vote using “TurningPoint,” a secure online application operated by Turning Technologies, the same company that provides the electronic voting system acquired by the Town and used at Town Meetings since 2014. Each TMM has been assigned unique login credentials to use the system. TMMs who are logged in through TurningPoint will be deemed present at the meeting and will be able to vote using its features. All votes will be recorded electronically and the vote of each TMM will be displayed on the screen so that each member can verify that his or her vote was correctly recorded, as a roll call vote.
- Active participation in the meeting will be conducted through “Zoom,” a proprietary video conferencing platform (<https://zoom.us/>). The Town currently has a license to conduct a Zoom meeting with up to 500 participants. This number is sufficient to accommodate the 288 TMMs from the Town’s 8 precincts, the at-large members, and town officials and staff, with more than sufficient additional capacity for additional speakers if necessary. All approved speakers and TMMs will be issued an invitation allowing them to log in to the meeting from a desktop or laptop computer, tablet or smartphone, or to call into the meeting with any telephone (audio only). For security and clarity of presentation, the screen and the audio will be controlled by Town staff acting under my direction, as is our custom. All speakers will be muted until recognized by the Moderator. TMMs may use the “raise hand” feature of the software to get in line to speak, and will be recognized in order, unless I choose to recognize a town official to answer a question or address a particular point. Any non –TMM who has made arrangements with me in advance of the meeting to speak can be recognized in a similar manner.
- Town officials and staff will participate by logging in to the Zoom meeting in the same manner.
- If a TMM has a point of order, it can be raised by using the “Q&A” feature, which will be monitored by one of my staff assistants so that any such point of order can be brought to my attention promptly. This same feature would allow a TMM who does not have a microphone to contribute to the meeting, as above, with a member of the staff reading the comments and questions submitted through the Q&A feature so that they may be entered into the record.
- The Zoom video and audio feed will be simultaneously broadcast by Belmont Media on local cable stations and by livestreaming on the internet. It will also be simultaneously recorded for future viewing. Any member of the public, whether or not a Belmont resident, will be able to view the proceeding live. TMMs may choose to listen to and view the proceedings in the same manner, but will not be considered present unless also logged in to TurningPoint.

With the assistance and cooperation of the Town Clerk's office and the Town's Information Technology Department, I have tested these platforms and am satisfied that they will allow the conduct of a Town Meeting that will function in substantially the same manner as a Town Meeting conducted in a physical location and in accordance with the operational and functional requirements set forth in Chapter 92. Furthermore, Belmont held a successful Annual Town Meeting on June 16, attended by more than 260 Town Meeting Members, using the combination of technologies described in this letter.

We will conduct further testing of these platforms in addition to training sessions and a warrant briefing which we propose to hold in the same manner prior to Town Meeting. Those training sessions and tests will allow us to ensure that all TMMs have the training and equipment necessary to participate fully, and to determine whether any adjustments are needed to the process to make sure it runs as smoothly as possible. I hereby confirm that I have conferred with the Chair of the Belmont Disabilities Access Commission about accessibility to the Town Meeting.

I appreciate your consideration of this request. Please contact me if you have any questions.

Sincerely,

/s/ Michael J. Widmer

Michael J. Widmer
Town Moderator

cc: Patrice Garvin, Town Administrator (by email)
Ellen O'Brien Cushman, Town Clerk (by email)
George A. Hall, Jr., Town Counsel (by email)



TOWN OF BELMONT

OFFICE OF THE SELECT BOARD
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BELMONT, MASSACHUSETTS 02478

selectboard@belmont-ma.gov

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SELECT BOARD

ROY EPSTEIN, Chair
THOMAS CAPUTO, Vice Chair
ADAM DASH, Member

TOWN ADMINISTRATOR

PATRICE GARVIN

ASSISTANT TOWN ADMINISTRATOR

JONATHAN MARSHALL

September 3, 2020

Dear Town Meeting Members:

A remote access Special Town Meeting (STM) has been scheduled for up to three nights in September—the 21st (Monday), the 23rd (Wednesday), and the 30th (Wednesday). The STM will take up articles we couldn't cover this spring during the Annual Town Meeting and also has some additional articles. Check-in for TMMs will begin at 5:00 pm with Town Meeting starting at 6:00 pm.

TMMs will attend and participate via Zoom Webinar and vote the same way we did in June using our TurningPoint account. A Town Meeting Member who does not create a TurningPoint account (www.ttpoll.com or download the TurningPoint app) and use it during Town Meeting will not be able to cast a vote or be counted for attendance. The Town Clerk will send out instructions for participating by Zoom and TurningPoint and will schedule a few training classes for new Town Meeting Members and those who don't feel confident using this procedure.

We scheduled the following virtual public meetings to present these warrant articles in advance of the STM and to hear questions from you, with the objective of having informed Town Meeting Members heading into September 21st: Zoom and telephone details are posted on the calendar on the town website and summarized below:

- Sept. 8: McLean Zoning By-law, to be discussed as part of the Planning Board informational meeting:
Zoom: <https://us02web.zoom.us/j/82011294827>, Webinar ID: 820 1129 4827
Phone: (929) 205-6099, when prompted enter: 820 1129 4827 #
- Sept. 9: Civil Service:
Zoom: <https://us02web.zoom.us/j/81558723892>, Webinar ID: 815 5872 3892
Phone: (929) 205-6099, when prompted enter: 815 5872 3892 #
- Sept. 10: All warrant articles, at the League of Women Voters/Warrant Committee briefing.
Zoom: <https://us02web.zoom.us/j/83936666891>, Webinar ID: 839 3666 6891
Phone: (929) 205-6099, when prompted enter: 839 3666 6891 #

The meetings will start at 7 pm. You can also watch on TV (Comcast Channel 8, Verizon Channel 28 or 2130) and online at www.belmontmedia.org/watch/govtv. Meetings will be recorded and available through Belmont Media Center.

Amendments to articles may be submitted up to three business days before the date the article comes before the STM. The Town Clerk will be sending the schedule of dates under separate cover.

Here is an overview of the articles on the STM warrant:

1. Reports

The Chair of the Select Board will report briefly on updates to the Town's financial outlook. The Chair of the DPW/BPD Building Committee will report on the status of those two construction projects.

2. Adopting of a Public Way: Carleton Circle

This article adopts Carleton Circle as a public way. The residents of Carleton Circle (a private way) requested in 2018 that their road be accepted as a public way. Adoption of a private way as a public way generally requires betterments, the cost of which are usually borne by owners on the private way. In this case, the betterments were carried out through cooperation by National Grid, which was using Carleton Circle as a laydown area for their upgrades on Common Street, and the residents at no cost to the town. Carleton Circle now meets the Town's standards. The Select Board accepted the layout of Carleton Circle at their August 10th meeting. The layout is on file in the Clerk's office and can be viewed here:

https://www.belmont-ma.gov/sites/g/files/vyhlf2801/f/pages/tab_6_-_carleton_circle_new_road_layout.pdf

3. Authorization for Temporary Easements- Wellington Elementary School Safe Route to School Project

This article authorizes the Select Board to grant temporary easements for a transportation improvement for the approaches to Wellington School. The project includes sidewalk reconstruction, traffic signal reconstruction at the intersection of Common Street at Waverley Street and School Street, ADA compliant wheelchair ramps, pavement milling and overlay, pavement markings, signs, and minor drainage improvements.

4. FY21 Community Preservation Committee Projects

This article seeks to fund the following projects using Community Preservation Trust funds:

Amount	Project Name	Category/Funding Source
\$680,624	Town Field Playground and Court Restoration	Open Space Recreation
\$100,000	Homer House Window Restoration Project	Historic Preservation
\$173,000	Feasibility study for the redevelopment and creation of new affordable housing units at Belmont Village	Community Housing
\$100,000	Belmont Police Station Front Steps	Historic Preservation
\$100,000	Supplement to Emergency Rental Assistance	Community Housing

5. Purchase Police Station Modular Units (Trailers) Using Water Retained Earnings

This article seeks to use Water Retained Earnings to purchase the modular units currently being leased for the Police Station Project. The article sets a not to exceed price of \$320,000. Purchasing the units will alleviate severe space constraints for the Public Works Department and other town departments.

6. Transfer Remaining Water Capital Balances

This article transfers the remaining funds from prior year(s) capital in the Water enterprise fund will be re- appropriated to be used for the FY21 Water Main Replacement. The total is \$137,641.09

7. Transfer Remaining Sewer Capital Balances

This article transfers the remaining funds from prior year(s) capital in the Sewer enterprise fund will be re-appropriated to Community Developments Sewer & Drain fund \$25,581.20 that is used for maintenance repairs and replacements to the Town's sewer and stormwater system.

8. Amend Zoning By-law: Grammar in Zoning

Town Meeting adopted a revised nonconforming Zoning By-law for the Single Residence B Zoning District in 2019. It later came to the attention of the Planning Board that certain language in the by-law was ambiguous. The article makes the necessary revisions to state the intent of the bylaw more clearly.

9. Amend Zoning By-law: McLean District Zone 3 Overlay

The McLean Zone 3 Overlay Zoning article relates to a residential housing development proposed for in the area of McLean Hospital. Details on the proposed project can be found here

<https://www.belmont-ma.gov/planning-board/pages/proposed-mclean-zone-3-overlay-district>

The article amends zoning originally adopted in 1999 for a project that was never built. After much negotiation between the Town and the current developer, the proposed zoning amendment allows 40 age-restricted (55 years of age or older) townhouses and 110 apartments (53 age-restricted apartments and 57 non-age restricted apartments). The townhouses will be 2.5 stories with one to four units per building. 15% of the townhouses (6 units) will be set aside for affordable housing. The apartments will be contained in 2 buildings with a garage and 4 residential floors above. The apartment layouts include studios, one-, two-, and three-bedroom units. 25% of the apartments (28 apartments) will be set aside for affordable housing. Permitting for this development will be through the Planning Board under Design and Site Plan Review.

10. Removal from Civil Service: Police and Fire

This article seeks the approval of Town Meeting to remove all uniformed Police and Fire Department personnel from the provisions of the Civil Service laws, which removal would become part of a negotiated agreement between the Town of Belmont and the Belmont Fire Fighters Local 1637, Belmont Patrolmen's Association and Belmont's Police Superiors Officers Associations. Civil Service was adopted in Belmont for Police and Fire in 1915, before the existence of collective bargaining agreements. The Select Board believes the interests of the town employees and the Town would be better served in the modern era by withdrawing from Civil Service.

If you have any questions about the warrant or the STM format, please contact either the Town Administrator, the Town Clerk, or Town Moderator Michael Widmer.

Thank you for your continued devotion to Belmont.

Sincerely,

Roy Epstein
Chair

Thomas Caputo
Vice Chair

Adam Dash
Member

INDEX OF WARRANT ARTICLES

	Article #	Title
	1	Reports
	2	Adopting of a Public Way: Carleton Circle
	3	Authorization for Easements- Wellington Elementary School Safe Routes to School Project
CPA		
	4	FY21 Community Preservation Committee Projects
Financial and Budgetary		
	5	Purchase Trailers Using Water Retained Earnings
	6	Transfer Remaining Water Capital Balances
	7	Transfer Remaining Sewer Capital Balances
	8	Amend Zoning Bylaw: Grammar in Zoning
	9	Amend Zoning Bylaw: McLean District Zone 3 Overlay
	10	Removal from Civil Service: Police and Fire



**TOWN OF BELMONT
WARRANT FOR 2020 SPECIAL TOWN MEETING
September 21, 2020
COMMONWEALTH OF MASSACHUSETTS**

Middlesex, ss.

To any of the Constables of the Town of Belmont in said County:

Greetings:

In the name of the Commonwealth of Massachusetts you are required to notify and warn the Inhabitants of the Town of Belmont, qualified as the law requires to vote in elections and Town Affairs, to convene on September 21, 2020 at 6:00 p.m. by means of the audio/video conferencing platform described more particularly below, and to notify and warn the Town Meeting Members to convene by said method and act at said time on the Articles set forth on pages 2 through 27 of this Warrant.

The Town Meeting shall be held remotely by the means requested by the Moderator, as follows:

Interested members of the public may see and hear the proceedings by tuning in to the Belmont Media Center's live broadcast of the proceedings on Belmont cable television (Comcast channel 8, Verizon channel 28) or by live-streaming at www.belmontmedia.org.

Town Meeting Members will attend and vote by logging into a web page portal operated by Town's electronic voting vendor with unique credentials that will be issued to each Town Meeting Member before the meeting.

Town Meeting Members and other participants approved by the Moderator who wish to address the meeting will participate in the meeting through the "Zoom" videoconferencing service [\[https://zoom.us\]](https://zoom.us). Login credentials will be provided to all Town Meeting Members. Registered voters who wish to address the meeting may contact the Town Clerk's office for login credentials, 617-993-2601.

For more information, see the Moderator's August 17, 2020 letter to the Select Board appended to this Warrant as Appendix A.

ARTICLE 1:

REPORTS

To hear the report of the Select Board and other Town Officers, any Committee heretofore appointed and to act thereon.

This article allows the Select Board and other Town officers, boards and committees to report orally to the Town Meeting on appropriate matters not otherwise appearing on the Warrant. This

article stays "on the table" throughout the Town Meeting to allow Town officials and committees to report at the call of the Moderator.

Majority vote required for passage.

ARTICLE 2:

ADOPTING A PUBLIC WAY: CARLETON CIRCLE

To see if the Town will vote to accept Carleton Circle as a public way, as laid out by the Select Board and as shown on a plan entitled "Carleton Circle Street Acceptance Plan in Belmont, Massachusetts," prepared by the Town Engineer, dated March 2, 2020, and on file with the Town Clerk; to authorize the Select Board to acquire, by gift, purchase or eminent domain such land and easements for the creation, maintenance and operation of a public way, including but not limited to easements for access, grading, drainage, sloping, construction and utilities, in all or any portions of such way and the parcels on such way, *or in any way act thereon.*

This article is to adopt Carleton Circle as a public way.

Submitted by the Select Board

The Select Board will report on this Article.

Majority vote required for passage.

ARTICLE 3:

**AUTHORIZATION FOR EASEMENTS-
WELLINGTON ELEMENTARY SCHOOL SAFE ROUTES TO SCHOOL PROJECT**

To see if the Town will vote to authorize the Select Board to acquire, by voluntary conveyance, purchase or eminent domain, those temporary easements and the permanent easement shown on the plans titled "Preliminary Right Of Way Plan" prepared by TEC, Engineer Corp dated June 03, 2020, a copy of said plans being on file with the Town Clerk's office, and that the Select Board be further authorized to expend from Chapter 90 funds or amounts previously appropriated for Pavement Management a sum of up to \$100,000 in the aggregate to acquire said easements, or in any way act thereon.

This article will authorize the Select Board to acquire easements to be able to complete the Town's road construction project. The proposed transportation improvement project includes sidewalk reconstruction along sections of School Street. Improvements will also include traffic signal reconstruction at the intersection of Common Street at Waverley Street and School Street, ADA compliant wheelchair ramps, cement concrete sidewalk reconstruction, pavement milling and overlay, pavement markings, signs and minor drainage improvements.

Submitted by the Select Board

The Select Board, will report on this Article.

Majority vote required for passage.

ARTICLE 4:**FY21 COMMUNITY PRESERVATION COMMITTEE
PROJECTS**

To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the FY2021 Community Preservation budget and, pursuant to the recommendations of the Community Preservation Committee, to appropriate from the Community Preservation Fund for the acquisition, creation and preservation of open space - including land for recreational use; for the acquisition, preservation, rehabilitation and restoration of historic resources; and for the creation, preservation and support of community housing as is more specifically summarized in the table below; or in any way act thereon.

Amount	Project Name	Category	Funding Source
\$680,624	Town Field Playground and Court Restoration	OSR	Open Space Recreation
\$100,000	Homer House Window Restoration Project	HP	Historic Preservation
\$173,000	Feasibility study for the redevelopment and creation of new affordable housing units at Belmont Village	CH	Community Housing
\$100,000	Belmont Police Station Exterior Stairs	HP	Historic Preservation
\$100,000	Phase Two Emergency Rental Assistance Program	CH	Community Housing

This article includes funding for specific projects that were deferred at the Annual Town Meeting, plus an additional appropriation for the rental assistance program approved at the Annual Town Meeting and the Police Station exterior stairs.. The Community Preservation Fund receives revenues from a 1.5% property tax surcharge to fund the program. The state provides limited matching grant funds to the Town based on the surcharge collections.

Submitted by the Community Preservation Committee

The Select Board, Community Preservation Committee, Warrant Committee, and Capital Budget Committee will report on this Article.

Majority vote required for passage.

ARTICLE 5:**WATER ENTERPRISE FUND:
PURCHASE OF POLICE TRAILERS**

To see if the Town will vote to transfer \$320,000.00 from Water retained earnings for the purchase of trailers, currently being leased by the Town for Temporary Police Headquarters located at 40 Woodland Street, Belmont; or in any way act thereon.

This article seeks to use Water retained earnings to purchase the trailers currently being leased for the Police Station Project. Purchasing the trailers will alleviate severe space constraints for the Public Works Department as well as other Town Departments.

Submitted by the Select Board

The Select Board will report on this Article.

Majority vote required for passage.

ARTICLE 6: TRANSFER REMAINING WATER CAPITAL BALANCES

To see if the Town will vote to appropriate and transfer the sum of \$137,641.09 from prior year Water Capital Projects available balances to the Water Main Capital Project as follows:

Org & Object	Description	Available Budget
65550743-589700	Water Vehicle	\$2,069.50
65550743-589500	Water Vehicle	\$6,311.70
65550753-589500	Water GIS Hardware	\$75,130.39
65550753-589500	FY13 Water GIS	\$49,600.00
65550963-553500	Water Meter Project	\$272.92
65551253-582600	FY10 Water Building	\$272.00
65551523-582600	FY11 Water Building	\$3,984.58
	Total Water:	\$137,641.09

or in any way act thereon.

This article transfers the remaining funds from prior year(s) capital in the Water enterprise fund will be re- appropriated to be used for the FY21 Water Main Replacement. The total is \$137,641.09

Submitted by the Select Board

The Select Board, Warrant Committee and Capital Budget Committee will report on this Article.

Majority vote required for passage.

ARTICLE 7: TRANSFER REMAINING SEWER CAPITAL BALANCES

To see if the Town will vote to transfer the sum of **\$25,581.20** from prior year Sewer Enterprise Capital Projects available balances to Sewer Enterprise retained earnings, or in any way act thereon.

Org & Object	Description	Available Budget
66550683-587000	FY13 Truck	\$14,015.00
66550683-587000	FY14 Truck	\$3,643.20
66550693-589500	FY13 GIS	\$7,903.00
66551703-589500	FY13 Sewer Drain Replacement	\$20.00
	Total Sewer:	\$25,581.20

or in any way act thereon.

This article transfers the remaining funds from prior year(s) capital in the Sewer enterprise fund will be re-appropriated to Community Developments Sewer & Drain fund \$25,581.20 that is used for maintenance repairs and replacements to the Town's sewer and stormwater system.

Submitted by the Select Board

The Select Board, Warrant Committee and the Capital Budget Committee will report on this Article.

Majority vote required for passage.

ARTICLE 8: AMEND ZONING BYLAW: GRAMMAR IN ZONING

To see if the Town will vote to amend Section 1.5.4 of the Zoning By-Law, 'Nonconforming Single and Two-Family Residential Structures,' as follows:

- a) Rename the Section 'Nonconforming Single- and Two-Family Residential Structures'

- b) Delete the last paragraph in Section 1.5.4.B.(1) and replace it as follows:

~~If the Building Commissioner determines that the proposed alteration or structural change does not meet any of the clauses listed above, a Special Permit shall be required from the Board of Appeals.~~

Unless the Building Commissioner determines that the proposed alteration or structural change complies with at least one of the clauses (1) or (2) above, a Special Permit shall be required from the Board of Appeals.

- c) Delete the last paragraph in Section 1.5.4.C.(1) and replace it as follows:

~~If the Building Commissioner determines that the proposed alteration or structural change does not meet any of the clauses listed above, a Special Permit shall be required from the Board of Appeals.~~

Unless the Building Commissioner determines that the proposed alteration or structural change complies with at least one of the clauses (a), (b), or (c) above, a Special Permit shall be required from the Board of Appeals.

Town Meeting adopted a revised nonconforming Zoning By-law for the Single Residence B Zoning District in 2019. It later came to the attention of the Planning Board that certain language in the by-law was ambiguous. The article makes the necessary revisions to state the intent of the bylaw more clearly.

Submitted by the Planning Board

The Select Board and the Planning Board will report on this Article.

Two-thirds vote required for passage.

ARTICLE 9:

AMEND ZONING BYLAW: MCLEAN DISTRICT ZONE 3 OVERLAY

To see if the Town will vote to amend the Zoning By-Law by re-numbering the existing Section 6B (and its subsections), 'Belmont Uplands District', as Section 6H and inserting a new Section 6B, 'McLean District Zone 3 Overlay District', as follows:

- a) Re-number the existing Section 6B, 'Belmont Uplands District', as Section 6H:

SECTION 6B 6H. BELMONT UPLANDS DISTRICT

- b) Insert a new Section 6B, 'McLean District Zone 3 Overlay District':

SECTION 6B. McLEAN DISTRICT ZONE 3 OVERLAY DISTRICT

6B.1 General

6B.1.1 Purposes:

This Section 6B is intended to permit well-designed, mixed-use residential housing consisting of detached townhouses and multi-family dwelling units within Zone 3, the Senior Living Subdistrict of the McLean District, so as to:

- a) Provide for the housing needs of the Town by making provisions for housing to be occupied by a variety of households who otherwise would not have such housing opportunities within the Town.
- b) Provide added diversity of housing types attractive to a variety of households and income eligibility.
- c) Provide for the development of affordable housing for income-eligible households and seniors.
- d) Promote low-impact, energy-efficient development.
- e) Ensure high quality site planning, architecture, and landscape design that is consistent with the distinct visual character, historical significance, and identity of the McLean District.
- f) Establish development standards that ensure context-sensitive design and creative site planning in the construction of new buildings and reuse of existing buildings.

6B.1.2 Siting and Boundaries of McLean District Zone 3 Overlay District

The McLean District Zone 3 Overlay District ("MDZ3OD") shall consist of two Subdistricts: A and B. Subdistrict A shall permit the development of Age-Restricted Townhouse Dwelling Units and Subdistrict B shall permit the development of both Age – Restricted and Non-Age Restricted Multi-Family Rental Dwelling Units.

The boundaries of the MDZ3OD and Subdistricts A and B are shown on the Zoning Map on file with the Town Clerk and include the underlying Zone 3, the Senior Living Subdistrict of the McLean District.

6B.1.3 Applicability and Authority

The MDZ3OD shall be considered as overlaying the existing Senior Living Subdistrict of the McLean District, Section 6A of the Zoning By-Law. The MDZ3OD provides for an additional development option to be employed at the discretion of the property owner(s), subject to the requirements of Design and Site Plan Review in accordance with Section 6B.6.

Within the MDZ3OD, all requirements of the underlying Senior Living Subdistrict shall remain in effect, except where this Section 6B provides an alternative to such requirements. Land within the MDZ3OD may be used either for uses as set forth in this Section 6B or a use allowed in the underlying Senior Living Subdistrict, in which case the requirements of the underlying Senior Living Subdistrict shall apply and this Section 6B shall not apply.

6B.2 Use Regulations

The following is permitted in the MDZ3OD Subdistricts:

6B.2.1 Subdistrict A – Age-Restricted Townhouse Dwelling Units

- a) The maximum number of dwelling units that may be developed shall be 40, provided however that up to two additional dwelling units may be created as provided in Subsection 6B.2.4.
- b) Permissible housing types shall be attached or detached townhouse dwelling units. Dwelling units shall be contained in groupings of one- to four-unit buildings.
- c) Dwelling units shall be developed as an owner-occupied condominium.
- d) Age-Restriction - Occupancy of dwelling units shall be limited to any of the following:
 - 1. An Age-Qualified Occupant (a person who is 55 years of age or older) may reside in a unit;
 - 2. A spouse or domestic partner under 55 years of age (a Non-Age Qualified Occupant) of an Age-Qualified Occupant may reside in the Age-Qualified Occupant's unit;
 - 3. A Non-Age Qualified Occupant where the Age-Qualified Occupant has moved out of the unit and into a long-term care facility may continue to reside in the Age-Qualified Occupant's unit;
 - 4. A child or sibling of an Age-Qualified Occupant or a Non-Age Qualified Occupant who is dependent upon said Age-Qualified Occupant or a Non-Age Qualified Occupant may continue to reside in the Age-Qualified Occupant's unit; and
 - 5. A paid caregiver providing medical or health care to an occupant who is permitted under this Subsection 6B.2.1 (d) may continue to reside in the Age-Qualified Occupant's unit.
 - 6. Should the Age-Qualified Occupant predecease the Non-Age Qualified Occupant and resident dependent child, the Non-Age Qualified Occupant and dependent child may continue to reside in the Age-Qualified Occupant's unit, pursuant to Subsection 6B.6.4.

6B.2.2 Subdistrict B – Multi-Family Rental Housing Dwelling Units

- a) The maximum number of dwelling units that may be developed shall be 110, with a mix of studios, one-, two-, and three-bedroom dwelling units; provided, however, that up to two additional dwelling units may be created as provided in Subsection 6B.2.4.
- b) Of the 110 dwelling units, 57 shall not be age-restricted and the remainder shall be subject to the Age-Restriction of Subsection 6B.2.1 (d).
- c) Permissible dwellings shall be two apartment buildings with associated underground or surface parking. An apartment building is a multi-story, multi-family building designed or intended or used as the home or residence of three or more households, each in a separate dwelling unit, living independently of each other and which have a common right in halls, stairways, parking, and common area amenities.

- d) A pool, clubhouse, and other community facilities (such as but not limited to a community room, gym, library, business center, pet washing center, rooftop deck, maintenance building, trash/recycling facility) may be allowed as accessory uses, provided that such facilities shall not made be available to people other than residents of Subdistricts A and B and their visitors.

6B.2.3 Existing Access Limitations

The access limitations contained within Section 6A.3.3 of the Zoning By-Law shall apply to the MDZ3OD. Vehicular access to the Residential Subdistricts and the McLean Institutional Subdistrict shall be via Mill Street, except in case of emergency access. Vehicular access to the Senior Living Subdistrict, the Research and Development Subdistrict, and the MDZ3OD shall be via Pleasant Street, except in case of emergency access.

Shuttle bus access may be allowed between Zones within the McLean District provided that McLean Hospital and the homeowner associations from each of the Zones that the shuttle bus passes through enter into a written agreement allowing for such access.

6B.2.4 Reuse of the Chapel Building

A bonus density of two dwelling units shall be granted based on rehabilitation and reuse of the Chapel Building, provided that its rehabilitation and reuse is consistent with the United States Secretary of the Interior's Standards and Guidelines for Rehabilitation, subject to review as defined in Subsection 6B.5.1. Such units may be constructed within either Subdistrict or both, subject to Sections 6B.2 and 6B.3 and excluding Section 6B.4 and provided that the total number of additional units does not exceed two. If the bonus units are located in Subdistrict B, the units shall be non-age-restricted. The total square footage and bedroom count limitation of the bonus units shall not count towards the total allowed square footage and/or bedroom count within that designated Subdistrict.

6B.3 Performance and Design Standards

All development projects proposed within the MDZ3OD shall require Design and Site Plan Review by the Planning Board, as provided for in Section 6B.6, to ensure conformance with the following Performance and Design Standards (unless waived by the Planning Board as provided herein):

6B.3.1 Subdistrict A - Performance and Design Standards:

- a) No townhouse dwelling unit shall consist of more than three bedrooms and the average number of bedrooms for all units in Subdistrict A shall not exceed 2.6 (rounding up). Any separate room in any unit that is not a living room, home office/den, or an equipped kitchen and is shown on a plan as being for other than bedroom use but which, because of location, size, or arrangement, could be used or adapted for use as a bedroom shall be considered as a bedroom for purposes of this provision. No attic, loft, or other storage or similarly usable space shall be used as, or altered to, create bedroom space, nor shall the design or construction facilitate such use or alteration.
- b) No townhouse dwelling unit shall exceed 3,600 square feet of Gross Floor Area, inclusive of basement area whether or not finished but exclusive of unfinished garage, unfinished attic area and exterior porch or deck areas. No townhouse dwelling unit shall exceed 2,400 square feet of living area, exclusive of any basement area, unfinished garage, unfinished attic area, and exterior

porch or deck areas. A total Gross Floor Area of 144,000 square feet is allowed based on 40 dwelling units of new construction, excluding the dwelling units allowed under Subsection 6B.2.4.

c) Setbacks, Height.

<u>Minimum Setbacks (Feet)</u>			<u>Maximum Height</u>	
<u>Front</u>	<u>Side</u>	<u>Rear</u>	<u>Feet</u>	<u>Stories</u>
<u>10</u>	<u>10</u>	<u>10</u>	<u>36</u>	<u>2.5</u>

1. Minimum setback shall be from the buildings to the Zone 3 Subdistrict boundary line. No parking areas may be placed within such setbacks.
 2. For the purposes of this Subsection 6B.3.1, each townhouse dwelling unit shall be considered a separate building for the purpose of determining Height hereunder. For the purposes of only this Subsection 6B.3.1 (c), "Height" shall mean the vertical distance from the average finished grade adjoining the building at all exterior walls to the highest point of the roof. No flat or shed roofs shall be allowed on buildings or building elements of more than one story.
- d) Retaining walls shall be no higher than ten feet.
- e) Fences shall be no higher than four feet.
- f) Minimum open space shall be 40% of lot area. Maximum lot coverage shall be 30% of lot area. Maximum impervious surface coverage shall be 60% of lot area. For the purposes of this Section 6B, "impervious surface coverage" shall mean the total area of all surfaces including buildings, parking lots, driveways, and sidewalks that reduce or prevent the absorption of stormwater into land.
- g) No more than two parking spaces shall be allowed per dwelling unit (including any dwelling unit designated to be in Subdistrict A under Subsection 6B.2.4), consisting of a mix of surface and garage parking spaces, plus no more guest/visitor spaces than three-tenths (.3) times the number of townhouse dwelling units (rounding up). Parking spaces shall only be used by residents of Subdistrict A and their visitors and guests.

6B.3.2 Subdistrict B - Performance and Design Standards:

- a) A maximum of 10% of the total number of units shall be set aside for 3-bedroom units. The mix of smaller units shall be consistent with the purposes of Subsection 6B.1.1.
- b) A total gross floor area of 250,000 square feet shall be allowed based on 110 dwelling units of new construction, excluding the dwelling units allowed under Subsection 6B.2.4.
- c) Setbacks, Height.

<u>Minimum Setbacks (Feet)</u>			<u>Maximum Height</u>	
<u>Front</u>	<u>Side</u>	<u>Rear</u>	<u>Feet</u>	<u>Stories</u>
<u>10</u>	<u>10</u>	<u>10</u>	<u>58</u>	<u>5</u>

1. Minimum setback shall be from the buildings to the Zone 3 Subdistrict boundary line. No parking areas may be placed within such setbacks.
 2. For the purposes of only this Subsection 6B.3.2 (c), "Height" shall mean the vertical distance from the average finished grade adjoining the building at all exterior walls to the highest point of the roof (including all rooftop mounted mechanical equipment). No flat or shed roofs shall be allowed on buildings or building elements of more than one story.
 3. For the purposes of determining the Height of a building in Subdistrict B, if and only if the lowest floor of the building is used for parking, then an alternative Height limit shall be applied: the vertical distance from the average finished grade adjoining the building on the side that has the highest average grade to the highest point of the roof shall not exceed 58 feet and the vertical distance from the average finished grade to the highest point of the roof shall not exceed 68 feet. For buildings using this alternative Height limit, a floor having a ceiling elevation at or below the average finished grade adjoining the building on the side that has the highest average finished grade shall not be considered a story.
- d) Retaining walls shall be no higher than ten feet.
- e) Fences shall be no higher than four feet, except where the State Building Code(s) require otherwise.
- f) Minimum open space shall be 30% of lot area. Maximum lot coverage shall be 40% of lot area. Maximum impervious surface coverage shall be 70% of lot area.
- g) No more than 1.5 parking spaces shall be allowed per dwelling unit (rounding up) (including any dwelling unit designated to be in Subdistrict B under Subsection 6B.2.4), consisting of a mix of surface and garage parking spaces. Parking spaces may be located in a parking garage(s) located beneath the building(s); however, surface parking spaces for resident, management, staff, deliveries, and guests may be located outside the building.
- h) Bicycle parking or bike storage spaces shall be provided at the ratio of at least one-half (.5) space per dwelling unit (rounding up) (including any dwelling unit designated to be in Subdistrict B under Subsection 6B.2.4). At least 80% of the minimum required bicycle parking spaces shall be covered (rounding up). The spacing of all bicycle parking shall be 30" on center minimum.

6B.4 Affordability Requirements

The Applicant for a Design and Site Plan Approval under this Section 6B shall provide for a number of dwelling units to be made available as low- and moderate-income housing units ("Affordable Housing Units") as defined in M.G.L. c40B (or successor statutory provision) and shall qualify as Affordable Housing included in the Subsidized Housing Inventory ("SHI") (or successor counting mechanism) under

applicable regulations of the Massachusetts Department of Housing and Community Development ("DHCD") or other applicable legal authority ("Administering Agency").

6B.4.1 Subdistrict A - Number of Affordable Housing Units:

- a) 15% of the townhouse dwelling units, excluding units created subject to Subsection 6B.2.4, shall be affordable to income-eligible households at or below 80% Area Median Income ("AMI").
- b) Where the calculation of Affordable Housing Units results in a fractional unit greater than one-half (.5), the fraction shall be rounded up to the next whole unit. Where the calculation of Affordable Housing Units results in a fractional unit less than or equal to one-half (.5), the fraction shall be rounded down to the next whole unit.

6B.4.2 Subdistrict B - Number of Affordable Housing Units:

- a) 25% of the aggregate number of dwelling units in Subdistrict B, including units created subject to Subsection 6B.2.4, shall be affordable to income-eligible households as follows:
 - 1. 20% of the dwelling units shall be affordable to income-eligible households at or below 80% of AMI, and
 - 2. 5% of the dwelling units shall be affordable to income-eligible households at or below 50% of AMI.
- b) The affordable units shall be divided proportionally between age-restricted and non-age restricted units.
- c) Where the calculation of Affordable Housing Units results in a fractional unit equal to or greater than one-half (.5), the fraction shall be rounded up to the next whole unit. Where the calculation of Affordable Housing Units results in a fractional unit less than one-half (.5), the fraction shall be rounded down to the next whole unit.

6B.4.3. General:

- a) All Affordable Housing Units shall be comparable to the market rate dwelling units in initial construction quality and design. However, nothing in this Section 6B is intended to limit a homebuyer's rights to renovate a dwelling unit under applicable law.
- b) The mix of bedrooms in the Affordable Housing Units shall, insofar as practicable, be the same as the mix of bedrooms in all units in the Subdistrict.
- c) Affordable Housing Units shall be dispersed throughout the building(s) and shall be comparable to Market-Rate Housing Units.
- d) The Affordable Housing Units shall have the same access and terms of use to all on-site amenities and services as other occupants in the same Subdistrict.

- e) All Affordable Housing Units shall be constructed and occupied not later than concurrently with construction and occupancy of unrestricted units. For any development that is approved in phases, the proportion of Affordable Housing Units shall be consistent across all phases.

6B.4.4 Monthly Housing Payment:

- a) In Subdistrict A. For an Affordable homeownership Housing Unit the monthly housing payment, including mortgage principal and interest, private mortgage insurance, property taxes, condominium and homeowner's association fees, insurance, and parking, shall not exceed 30% or such other ratio or criteria established by DHCD, or its successor agency, of the maximum monthly income permissible for an income-eligible household, assuming a family size equal to the number of bedrooms in the townhouse dwelling unit plus one.
- b) In Subdistrict B. The monthly rent payment for an Affordable rental Housing Unit, including utilities and parking, shall not exceed 30% or such other ratio or criteria established by DHCD, or its successor agency, of the maximum monthly income permissible for an income-eligible household, with price determined assuming a family size equal to the number of bedrooms in the unit plus one unless other affordable program rent limits approved by DHCD shall apply.
- c) Affordable Housing Units required to be offered for rent or for sale shall be rented or sold to and occupied only by income-eligible households.

6B.4.5 Affordable Housing Restriction.

Each Affordable Housing Unit shall be subject to an affordable housing restriction which is recorded with the Middlesex County Registry of Deeds or Land Court Registry District of Middlesex County. The affordable housing restriction shall provide for the implementation of the requirements of this Section 6B.4. All affordable housing restrictions shall include, at minimum, the following:

- a) A description of the development, including whether the Affordable Housing Unit will be rented or owner-occupied.
- b) A description of the Affordable Housing Unit by address and number of bedrooms.
- c) A statement that the term of the affordable housing restriction shall be in perpetuity.
- d) The name and address of the Administering Agency with a designation of its power to monitor and enforce the affordable housing restriction.
- e) Reference to a housing marketing and resident selection plan, to which the Affordable Housing Unit is subject, and which includes an affirmative fair housing marketing program, including public notice and a fair resident selection process. The housing marketing and selection plan may provide for preferences in resident selection to the extent consistent with applicable law. The plan shall designate the household size appropriate for a unit with respect to bedroom size and provide that preference for such unit shall be given to a household of the appropriate size.

- f) A requirement that buyers or tenants will be selected at the initial sale or initial rental and upon all subsequent sales and rentals from a list of income-eligible households compiled in accordance with the housing marketing and selection plan.
- g) Reference to the formula pursuant to which rent of a rental unit or the maximum resale price of a homeownership unit will be set.
- h) A requirement that only an income-eligible household may reside in an Affordable Housing Unit and that notice of any oral or written lease, sublease, or grant of occupancy rights of any Affordable Housing Unit to another income-eligible household shall be given to the Administering Agency.
- i) Provision for effective monitoring and enforcement of the terms and provisions of the affordable housing restriction by the Administering Agency.
- j) A provision that the restriction on an Affordable homeownership Housing Unit shall run in favor of the Administering Agency and the Town of Belmont, in a form approved by municipal counsel, and shall limit initial sale and re-sale to and occupancy by an income-eligible household.
- k) A provision that the restriction on Affordable rental Housing Units in a rental development shall run with the rental development and shall run in favor of the Administering Agency and the Town of Belmont, in a form approved by municipal counsel, and shall limit rental and occupancy to income-eligible households.
- l) A provision that the owner(s) or manager(s) of affordable rental unit(s) shall file an annual report with the Administering Agency, in a form specified by that Agency certifying compliance with the provisions of this Section 6B.4 and containing such other information as may be reasonably requested in order to ensure affordability.
- m) A requirement that residents in Affordable Housing Units provide such information as the Administering Agency may reasonably request in order to ensure affordability eligibility and compliance.
- n) Designation of the priority of the affordable housing restriction over mortgages and other liens, and encumbrances.

6B.4.6 Administration

The Administering Agency shall ensure that:

- a) Prices for all Affordable Housing Units are properly computed.
- b) Income eligibility of households applying for Affordable Housing Units is properly and reliably determined.
- c) The housing marketing and resident selection plan conforms to all requirements and is properly administered.

- d) Sales and rentals are made to income-eligible households chosen in accordance with the housing marketing and resident selection plan with appropriate unit size for each household being properly determined and proper preference being given.
- e) Affordable housing restrictions meeting the requirements of this Section 6B.4 are recorded with the Middlesex County Registry of Deeds or Land Court Registry District of Middlesex County.

The housing marketing and selection plan may make provision for payment by the Applicant of reasonable costs to the Administering Agency to develop, advertise, and maintain the list of income-eligible households, to conduct the housing lottery, and to monitor and enforce compliance with affordability requirements.

6B.5 Design Guidelines

6B.5.1 General Guidelines

The Planning Board shall consider the architectural and aesthetic compatibility of the proposed development project with the character of the Town of Belmont, the McLean Hospital Campus, the Open Space Subdistrict, and Lone Tree Hill, taking into account appropriate scale, massing, and location of buildings on the lot, roof slopes, exterior building materials, site topography, historic significance, and similar factors.

The following objectives and criteria shall be considered in reviewing development projects in the MDZ3OD:

- a) Appropriateness of the proposed design and materials of proposed buildings;
- b) Impact on traffic and pedestrian flow and safety;
- c) Adequacy of utilities, including sewage disposal, water supply, and stormwater drainage;
- d) Adequacy of the arrangement of parking and loading spaces in relation to the proposed uses of the buildings;
- e) Appropriateness of the proposed methods of disposal of refuse and other wastes resulting from the uses permitted on the site, including size, location, and landscape screening of dumpsters and other trash receptacles;
- f) Adequacy of landscaping/site improvements, and
- g) Impact on abutting properties within the Zones 2 and 4, and the Institutional and Open Space Subdistricts of the McLean District.

Consistent with Attachment G: Historic Preservation Agreement of the 1999 Memorandum of Agreement, McLean Hospital, or its developers, will consult with the Town of Belmont Historic District Commission (HDC) regarding the proposed design plans including both architecture and landscape elements.

6B.5.2 Building Design

The detailed design standards below are intended to promote high quality sustainable development.

a) Scale

The size and detailing of buildings should be designed to reduce the visual perception of bulk and mass. The façade should have sufficient architectural detail to mitigate issues of scale and to ensure overall aesthetic appearance.

b) Architectural Features and External Materials and Appearance

Predominant wall finishes should be compatible with the existing historic architecture and other structures in the McLean District.

c) Design of Chapel Building

The HDC shall determine if proposed renovation of the historic Chapel Building meets the Secretary of Interior's Standards for Rehabilitation.

6B.5.3 Pedestrian, Bicycle, and Vehicle Features

The following pedestrian, bicycle, and vehicle guidelines apply to MDZ3OD development projects:

- a) Buildings and site plans should be designed to enhance the pedestrian environment and foster a walkable built environment.
- b) Reasonable pedestrian connections should be provided within the Subdistricts and to the adjacent zones, including a trail head access to Lone Tree Hill, Belmont Conservation Land.
- c) Benches should be provided at convenient locations throughout the Subdistricts and along Olmsted Drive.
- d) The provision of parking should take into consideration the extent to which the design maximizes pedestrian flow within the development
- e) Underground parking is strongly encouraged in Subdistrict B.
- f) Parking Structures.

The following design guidelines should be considered for projects containing structured parking:

1. Parking structures should be compatible with the proposed building(s) and surrounding neighborhood with regard to architecture, size, scale, intensity, and mass;

2. Access points whenever possible should be on the secondary or side streets, or accessed via a side driveway, versus the primary street frontage;
3. Exterior landscaping should be provided to screen the structure and mechanical equipment from within each Subdistrict and from Zone 2, the McLean Hospital Campus, and Lone Tree Hill;
4. Entire sides or substantial lengths of the parking structure walls should not be open without suitable fenestration. Design should avoid long runs of openings that do not conform to or replicate window patterns consistent with the primary building; and
5. Architectural articulation should be on all sides of the parking structure and of materials compatible with the primary building.
6. Electric vehicle (EV) charging connectivity and stations should be provided in the garages of each Subdistrict.
 - i. In Subdistrict A - all required connectivity infrastructure for a parking space should be EV-ready for one space at each residential unit. EV-ready is defined as providing capacity and space for a 50A breaker in the main house panel and outline in construction documents for charging station location. Conduit for future connectivity should be provided from the main house panel to the Garage.
 - ii. In Subdistrict B - EV charging stations should be provided for at least 10% of all common parking spaces.

6B.5.4 Landscaping and Site Improvements

The following landscaping and site improvement guidelines apply to the MDZ3OD:

- a) The Applicant should be required to install street furniture (benches, planters, trash receptacles, lamps, signs, and bus shelters) and landscaping and landscape screening within proximity of the proposed development project to promote the development of a pedestrian-oriented building environment that enhances connectivity to Waverley Square and transit stops.
- b) Street furniture should be made of solid wood, metal, or recycled plastic lumber to ease maintenance.
- c) All open space (yards, parking lots, setbacks) should be planted with appropriate plantings or landscaping. Open space should be appropriately usable and open and may consist of landscaped gardens, plazas, sitting areas, sidewalks, or similar features.
- d) Open spaces may be utilized to break up a block of buildings in order to provide visual relief.
- e) Trash receptacles should be provided at all gathering places and should be properly maintained.
- f) Climate requirements, growth potential, and adaptability to the urban environment should be considered when selecting plant types and species.

- g) Landscaping should be installed to screen dumpsters, transformers, air conditioning equipment, and other similar outdoor mechanical building equipment.
- h) Along the southern boundary of Subdistrict A and the eastern boundary of Subdistricts A and B, to the extent appropriate for density and screening, an area proximate to the boundary should be maintained in an undeveloped and natural condition free of invasive and competitive plant species and enhanced by additional landscaping. Additional landscape buffering may be required along both sides of such boundaries (to the extent permitted by the Town of Belmont Land Management Committee, if on Lone Tree Hill property) to provide visual relief of such structures from view from the adjacent land in the Open Space Subdistrict;
- i) Landscape buffer should be provided between Olmsted Drive as it passes through Zone 3 and the townhouses located in Zone 2 of the McLean District. Buffering should also be provided prior to construction.

6B.5.6 Lighting

The lighting requirements of Section 5.4.3 of the Zoning By-Law shall apply to buildings within a MDZ3OD development project. Lighting should be arranged and designed to minimize visibility of lights and structures from outside MDZ3OD and minimize light spillover beyond each Subdistrict boundary.

6B.5.7 Environmental Design

Purpose: The following guidelines support the Town of Belmont's Climate Action Plan as approved at Town Meeting on November 16, 2009, and its commitment to an 80% reduction in carbon emissions by the year 2050. They are intended to promote environmentally responsible site design and green building principles in order to better manage stormwater, conserve natural resources, and reduce the impact of development on the natural environment.

The Planning Board shall consider the following guidelines:

- a) Buildings within the MDZ3OD should be LEED Silver certifiable, under Version 4 (or later) of the New Construction or Homes Rating Systems by the USGBC.
- b) Buildings should be ready for the installation of photovoltaic panels.
- c) Landscape and Site Development
 - 1. On-site retention of the runoff from the developed site using green infrastructure and low-impact development practices should be considered.
 - 2. Pest concerns should be minimized and the risk of exposure to pesticides through appropriate site design measures should be limited.
 - 3. A combination of green space, tree canopy, and light-colored hardscape materials to reduce the heat island effect of the project site should be utilized.
 - 4. Invasive plant species should not be introduced to the project site.

5. Turf grass areas should be reduced and native or adapted plant areas should be increased to reduce outdoor water use.
6. Existing healthy, viable trees should be retained.

6B.6 Design and Site Plan Review

6B.6.1 Objectives.

The objectives of Design and Site Plan Review under this Section 6B.6 shall be to:

- a) Evaluate how well the proposed design meets the purposes of Section 6B.1 and guidelines of Section 6B.5 and, where the Planning Board deems appropriate, require changes;
- b) Determine the adequacy of measures proposed to mitigate construction period impacts on the natural historic features of the site, on neighboring premises, and on the Town roadway system;
- c) Determine the adequacy of measures proposed to mitigate the effects of the development on significant natural, historic, and landscape features of the site, including the sloping topography, preservation of specimen trees, and native woodlands;
- d) Determine that the Environmental Design Standards of Subsection 6B.5.7 have been addressed;
- e) Determine the appropriateness of the proposed design and materials of proposed buildings;
- f) Determine that adequate measures have been taken for the private maintenance and management of the development, including roadway maintenance and repair, maintenance of landscape elements and natural open space, maintenance and repair of stormwater management facilities and common utilities, snow storage and removal, trash removal and recycling, and nontoxic pest control measures;
- g) Determine that the adjoining premises within and outside of the MDZ3OD will be protected against detrimental uses by provision for surface water drainage, sound and light buffers, prevention of undue solar reflection and glare, and preservation of views, light, and air;
- h) Determine that there will be no hazard to vehicles or pedestrians within the site or on adjacent streets or sidewalks;
- i) Determine the appropriateness of the proposed methods of disposal of refuse and other wastes resulting from the uses permitted on the site, including size, location, and landscape screening of dumpsters and other trash receptacles;
- j) Determine the adequacy of the lighting, landscape planting, including adequate buffers along Subdistrict boundaries and the removal of known invasive and competitive plant species, and other exterior construction features in relation to the proposed use of the site and the interests of the safety, convenience, and welfare of the public;

- k) Determine the appropriateness of the relationship of proposed structures and open spaces to the natural landscape, existing buildings, and historic campus;
- l) Obtain appropriate evidence of compliance of the proposed development with the applicable requirements of this Zoning By-Law other than this Section 6B; and
- m) Determine that sight lines to and from existing historic structures and landscape features are not adversely affected.

6B.6.2 Submittal Requirements

Applicants seeking Design and Site Plan Review for a MDZ3OD development shall submit 10 copies of the application, and an electronic copy (e.g., pdf), in such form as the Planning Board may require, which shall include the following:

- a) Development plans bearing the seal of a Massachusetts registered professional (architect, landscape architect, civil engineer, or similar professional as appropriate);
- b) Narrative description of the proposed work affecting the exterior of the building or structure, including a description of the materials to be used;
- c) Site plans and specifications showing total square footage and dimensions of all buildings and site improvements, including:
 - 1. New buildings, additions, adjacent structures;
 - 2. Streets, sidewalks, and crosswalks;
 - 3. Existing and proposed open spaces, including, existing and proposed walls, fences, outdoor lighting, street furniture, new paving, and ground surface materials;
 - 4. Points of vehicular and pedestrian access/egress;
 - 5. All utilities, easements, or service facilities, insofar as they relate to the project;
 - 6. Proposed site grading, including existing and proposed grades at property lines; and
 - 7. A topographic plan with 3'-0" contours;
- d) Architectural plans, sections, and elevations at a scale of 1/4" = 1' or other appropriate scale, with all spaces properly labeled and all dimensions clearly shown;
- e) Site perspectives from up to three points of view of the proposed development from public locations outside of the McLean District;
- f) Summary of building statistics indicating the number of dwelling units, distinguishing units by number of bedrooms and any special occupancies (affordable, handicapped, etc.), the maximum number of bedrooms, floor area, and square footage of each dwelling unit;
- g) Proposed development schedule showing the beginning of construction, the rate of construction and development, including phases, if applicable, and the estimated date of completion;
- h) Detailed plans for landscaping and landscape buffers and the corresponding maintenance plans;

- i) Parking plan;
- j) Plan for lighting, including the type of fixtures, and the off-site overspill (foot candles) of the lighting;
- k) Proposed method of stormwater removal accompanied by calculations for a 20-year and 100-year storm event;
- l) Construction management program, including plans for construction vehicle access routes, on-site construction worker parking, designation of material storage methods, and locations, and designation of construction hours;
- m) Plans indicating specimen trees and other existing vegetation to be preserved;
- n) A traffic circulation plan;
- o) An erosion and sedimentation mitigation plan;
- p) A maintenance plan that provides for the private maintenance and management of the development, including roadway maintenance and repair, maintenance of landscape elements and natural open space, maintenance and repair of stormwater management facilities and common utilities, snow storage and removal, trash removal and recycling, and non-toxic pest control measures;
- q) A written statement of the manner in which the proposal meets each of the Design and Site Plan Review objectives contained within this Section 6B.6; and
- r) For Subdistrict A, the following are also required:
 - 1. All condominium deeds, trusts, or other documents that incorporate the applicable age-restriction and comply with all federal, state, and local laws. Covenants and deed restrictions shall provide that the townhouse dwelling units shall be occupied by Age-Qualified Occupants except for a guest visiting for short duration not to exceed 30 days in a calendar year or 30 days in any 12-month period.
 - 2. The manner in which the Management Organization or Homeowners Association shall certify to the Town when any unit is sold or rented and that the provisions of this Section 6B will be met.

6B.6.3 Additional Submittal Requirements

The Planning Board may require additional information helpful in their deliberations, including but not limited to:

- a) Materials and specifications for the proposed buildings;
- b) An estimate of municipal revenues and costs expected to be generated by the development, including anticipated real estate valuation and public service needs; and
- c) Additional information to help the Planning Board assess site perspectives from various points of view of the proposed development from public locations outside of the McLean District.

6B.6.4 Procedures

Applicants for Design and Site Plan Review under this Section 6B shall pay a review fee in an amount to be determined by the Planning Board to cover the reasonable costs for the employment of any independent consultants to assist in the review of the application. Consultants shall be qualified professionals in the relevant fields of expertise as determined by the Planning Board.

Applications shall follow the procedures below and as specified in Section 7.3.3 of the Zoning By-Law. Where there is a conflict in procedures, those specified below shall prevail. The Planning Board, or its designee, shall review a submitted application for completeness and shall notify the Applicant within 30 days of its submission whether the application is complete or, if not, what items are missing. If the Planning Board fails to so notify the Applicant within such time, the application shall be deemed complete; provided that nothing herein shall be interpreted to limit the ability of the Planning Board to require additional information. The time for holding a public hearing shall not commence until the Planning Board has received a complete application.

An application for Design and Site Plan Review under Section 6B.6 shall be approved if such application, as affected by such reasonable conditions as the Planning Board may impose, is consistent with the purposes and guidelines in this Section 6B and all other requirements of this Zoning By-Law. The Planning Board may impose such reasonable conditions as it shall deem appropriate to assure the continuing consistency of the development with the purposes and guidelines of Section 6B.

Applications may be denied when:

- a) Applications are incomplete; or
- b) Proposed developments are inconsistent with the standards and criteria set forth in Section 6B, which shall be denied in writing and shall set forth the reasons for denial.

Final decisions from the Planning Board on applications for Design and Site Plan Review shall be in writing and set forth the reasons therefor.

Proposed amendments to approvals under this Section 6B shall follow the procedures set forth for initial applications.

Notwithstanding any provisions of this Section 6B to the contrary, Design and Site Plan Review shall not be required for alterations or repairs to an existing building in a previously approved MDZ3OD development project that do not increase the height, bulk, or footprint thereof, that are not being performed to provide for its use for a substantially different purpose, and that do not violate the conditions contained within any prior Design and Site Plan Approval applicable to such building.

6B.6.5 Additional Conditions

In granting Design and Site Plan Approval under this Section 6B, the Planning Board may impose such other reasonable conditions or safeguards that it determines to be in compliance with the applicable criteria set forth in this Section 6B.6 including, but not limited to the following conditions:

a) Deed Restrictions

All townhouse dwelling units in Subdistrict A shall be subject to an age-restriction described in a deed/deed rider, restrictive covenant, the deed of the trust, master deed or articles of incorporation, or other document approved by the Planning Board that shall be recorded in the chain of title with the Registry of Deeds or Land Court.

The age-restriction shall limit the townhouse dwelling units to tenancy by Age-Qualified Occupants, any respective Non-Age Qualified Occupants, reasonable time-limit for guest visitations, and authorized exceptions that allow persons of all ages to live in the townhouse dwelling unit together with Age-Qualified Occupants, if the Planning Board so approves and specifies in its Design and Site Plan Approval.

Except in the event of the death of the Age-Qualified Occupant of a townhouse dwelling unit, or foreclosure or other involuntary transfer of a townhouse dwelling unit, a two-year exemption shall be allowed to facilitate the transfer of townhouse dwelling units to another Age-Qualified eligible household.

Deed restrictions, including age-restrictions, shall run with the land in perpetuity and shall be enforceable by an association of owners or any owner(s) of dwelling units in the development and by the Town of Belmont.

The continuing observance and enforcement of the age-restriction described herein shall be a condition of compliance with the MDZ3OD.

b) Local Preference

The Planning Board shall require that Belmont residents (as defined in Section 6.10.2 of the Zoning By-Law) be given preference in the purchase or rental of dwelling units within the MDZ3OD. Such preference shall be for 30% of the dwelling units in the development and shall be for at least one year from the issuance of the first Certificate of Occupancy for any residential building or portion thereof.

c) Maintenance of the Development

The Applicant shall provide for the private maintenance and management of the development, including roadway maintenance and repair, maintenance of landscape elements and natural open space, maintenance and repair of stormwater management facilities and common utilities, snow storage and removal, trash removal and recycling, and non-toxic pest control measures.

6B.6.5 Waiver

The Planning Board may waive any provision or provisions of this Section 6B (and including without limitation, setbacks, height restrictions, numbers of units, and parking spaces) if the Planning Board determines that granting such waiver will result in an overall improved, feasible design in accordance with the purposes and design guidelines provided in this Section 6B.

6B.7 Coordination with Other Provisions of the Zoning By-Law

This Section 6B together with the rest of this Zoning By-Law constitutes the zoning regulations for the MDZ3OD. Where conflicts exist between this Section 6B and the rest of the Zoning By-Law, the provisions of this Section 6B shall govern. Except where specifically indicated in this Section 6B, the provisions of this Section 6B supersede Sections 3 (Use Regulations), 4 (Intensity Regulations), 5.1.1 (Parking – Number of Spaces), 5.1.2 (Parking – Schedule of Requirements), 5.1.3 a) (Parking and Loading Area Location and Design, Location), 5.3.3 c) (Landscaping for Parking Area Plantings), 6.6.3 b) (Floodplain District, Use Regulations), and 7.3 (Design and Site Plan Review) of the Zoning By-Law.

6B.8 Coordination with Memorandum of Agreement

This Section 6B does not alter any legal obligation on behalf of the Town of Belmont, McLean Hospital, and the potential developer, of the Memorandum of Agreement signed by the Select Board (formerly known as the Board of Selectmen) on behalf of the Town of Belmont and McLean Hospital on November 22, 1999.

6B.9 Validity

The invalidity of any section or provision of this Section 6B shall not invalidate any other section or provision hereof.

The article amends zoning originally adopted in 1999 for a project that was never built. After much negotiation between the Town and the current developer, the proposed zoning amendment allows 40 age-restricted (55 years of age or older) townhouses and 110 apartments (57 age-restricted apartments and 53 non-age restricted apartments). The townhouses will be 2.5 stories with one to four units per building. 15% of the townhouses (6 units) will be set aside for affordable housing. The apartments will be contained in 2 buildings with a garage and 4 residential floors above. The apartment layouts include studios, one-, two-, and three-bedroom units. 25% of the apartments (28 apartments) will be set aside for affordable housing. Permitting for this development will be through the Planning Board under Design and Site Plan Review.

Submitted by the Planning Board

The Select Board and the Planning Board will report on this Article.

Two-thirds vote required for passage.

ARTICLE 10:

REMOVAL FROM CIVIL SERVICE: POLICE AND FIRE

To see if the Town will vote to remove the Police and Fire Department from the provisions of the Civil Service Laws, and the rules and regulations relating to the same, by revoking the Town's acceptance of Section 37 of Chapter 19 of the General Laws voted under Article 15 of the Warrant for the 1915 Annual Town Meeting and of Section 48 of Chapter 31 (as both have been recodified in G.L. c. 31, § 52), or take any other action relative thereto.

This article seeks the approval of Town Meeting to remove all uniformed Police and Fire Department personnel from the provisions of the Civil Service laws, which removal would become part of a negotiated agreement between the Town of Belmont and the Belmont Fire Fighters Local 1637, Belmont Patrolmen's Association and Belmont's Police Superiors Officers Associations. Civil Service was adopted in Belmont for Police and Fire in 1915, before the existence of collective bargaining agreements. The Select Board believes the interests of the town employees and the Town would be better served in the modern era by withdrawing from Civil Service.

Civil Service as it functions today is burdened with inefficiency and antiquated hiring and promotion procedures. It unreasonably limits the applicant pool and limits the Town's ability to hire diverse and skilled candidates. Further, a negotiated grievance and arbitration process is superior to Civil Service procedures regarding disciplinary matters.

Submitted by the Select Board

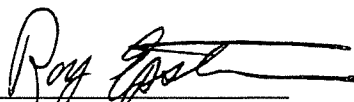
The Select Board will report on this Article.

Majority vote required for passage.

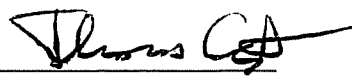


Given under our hands this 31st day of **August, 2020**.

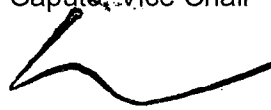
BELMONT - SELECT BOARD



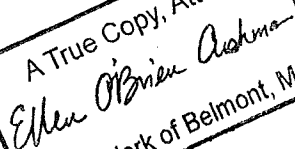
Roy Epstein, Chair



Thomas Caputo, Vice Chair



Adam Dash

A True Copy, Attest

Town Clerk of Belmont, MA



MOTIONS
2020 SPECIAL TOWN MEETING
September 21, 2020
Draft as of September 3, 2020
(Subject to Change)

PRELIMINARY MOTION

ORDER OF THE ARTICLES

MOVED: That the Town Meeting hear the motions in the following order: *(Majority)*

1, 2, 3, 4, 5, 6, 7, 8, 9, 10

ARTICLE 1:

REPORTS

MOVED: That Article 1 be taken from the table.
MOVED: That Article 1 be laid on the table. *(Majority Vote)*

ARTICLE 2:

ADOPTING OF A PUBLIC WAY: CARLETON CIRCLE

MOVED: That the Town accept Carleton Circle as a Public Way, as laid out by the Select Board and as shown on a plan entitled "Carleton Circle Street Acceptance Plan in Belmont, Massachusetts," prepared by the Town Engineer, dated March 2, 2020, and on file with the Town Clerk; and to authorize the Select Board to acquire, by gift, purchase or eminent domain such land and easements for the creation, maintenance and operation of a public way, including but not limited to easements for access, grading, drainage, sloping, construction and utilities, in all or any portions of such way and the parcels on such way. *(Majority Vote)*

Reporting: The Select Board will report on this article.

ARTICLE 3:

**AUTHORIZATION FOR TEMPORARY EASEMENTS-
WELLINGTON ELEMENTARY SCHOOL SAFE ROUTES TO SCHOOL PROJECT**

MOVED: That the Town authorize the Select Board to acquire, by voluntary conveyance, purchase or eminent domain, those temporary easements and the permanent easement shown on the plans titled "Preliminary Right Of Way Plan" prepared by TEC, Engineer Corp dated June 03, 2020 and that the Select Board be further authorized to expend from Chapter 90 funds or amounts previously appropriated for Pavement Management a sum of up to \$100,000 in the aggregate to acquire said easements. *(Majority Vote)*

Reporting: The Select Board will report on this article.

ARTICLE 4:

FY21 COMMUNITY PRESERVATION COMMITTEE
BUDGET AND PROJECTS

MOVED: That the Town approve the following Community Preservation Projects for Fiscal Year 2021:

- A. That **\$680,624** be appropriated from the Undesignated Fund Balance for the **Town Field Playground and Court Restoration**.
- B. That **\$100,000** be appropriated from the Historic Preservation Fund Balance for the **Homer House Window Restoration Project**.
- C. That **\$173,000** be appropriated from the Community Housing Fund Balance for the **Feasibility study for the redevelopment and creation of new affordable housing units at Belmont Village**.
- D. That **\$100,000** be appropriated from the Historic Preservation Fund Balance for the **Belmont Police Station Exterior Stairs**.
- E. That **\$100,000** be appropriated from the Undesignated Fund Balance for the **Phase Two Emergency Rental Assistance Program**.

(Majority Vote)

Reporting: The Community Preservation Committee, Select Board, Warrant Committee, and Capital Budget Committee will report on this article.

ARTICLE 5:

WATER ENTERPRISE FUND: PURCHASE
OF POLICE MODULAR (TRAILERS) UNITS

MOVED: That the Town transfer **\$320,000.00** from Water retained earnings for the purchase of modular (trailers) units, currently being leased by the Town for Temporary Police Headquarters located at 40 Woodland Street, Belmont, and said units to be used for DPW and Water Department purposes only, unless pursuant to a written lease or memorandum of agreement approved and signed by the Select Board.
(Majority Vote)

Reporting: The Select Board, Warrant Committee, and Capital Budget Committee will report on this article.

ARTICLE 6:

TRANSFER REMAINING WATER CAPITAL BALANCES

MOVED: That the Town transfer **\$137,641.09** from prior year Water Capital Projects available balances, as listed under Article 6 of the Special Town Meeting Warrant, to the Water Main Capital Project.
(*Majority Vote*)

Reporting: The Select Board, Warrant Committee and Capital Budget Committee will report on this Article.

ARTICLE 7: TRANSFER REMAINING SEWER CAPITAL BALANCES

MOVED: That the Town transfer of **\$25,581.20** from prior year Sewer Enterprise Capital Projects available balances, as listed under Article 7 of the Special Town Meeting Warrant, to Sewer Enterprise retained earnings.
(*Majority Vote*)

Reporting: The Select Board, Warrant Committee and Capital Budget Committee will report on this Article.

ARTICLE 8: AMEND ZONING BYLAW: GRAMMAR IN ZONING

MOVED: That the Town amend Section 1.5.4 of the Zoning By-Law, 'Nonconforming Single and Two-Family Residential Structures', as printed in the Special town Meeting Warrant.
(*Two- Thirds Majority Vote*)

Reporting: The Select Board, and Planning Board will report on this Article.

ARTICLE 9: AMEND ZONING BYLAW: MCLEAN DISTRICT ZONE 3 OVERLAY

MOVED: That the Town amend the Zoning By-Law by re-numbering the existing Section 6B (and its subsections), 'Belmont Uplands District', as Section 6H and inserting a new Section 6B, 'McLean District Zone 3 Overlay District', as printed in the Special town Meeting Warrant.
(*Two- Thirds Majority Vote*)

Reporting: The Select Board, and Planning Board will report on this Article.

ARTICLE 10: REMOVAL FROM CIVIL SERVICE: POLICE AND FIRE

MOVED: That the Town remove the Police and Fire Department from the provisions of the Civil Service Laws, and the rules and regulations relating to the same, by revoking the Town's acceptance of Section 37 of Chapter 19 of the General Laws voted under Article 15 of the Warrant for the 1915 Annual Town Meeting and of Section 48 of Chapter 31 (as both have been recodified in G.L. c. 31, § 52)

2020 Special Town Meeting Motions, September 21, 2020

(Majority Vote)

Reporting: The Select Board will report on this Article.

Belmont Annual Town Meeting 2020

**Report from the Community Preservation
Committee**

Index

CPC Introductory Letter.....	pg. 3
Overview of CPA in Belmont.....	pg. 5
Proposed Emergency Rental Assistance Program.....	pg. 8
FY 2021 CPA Project Summary.....	pg. 10
Fund Balance.....	pg. 17
Status of Prior Year Projects.....	pg. 19



COMMUNITY PRESERVATION COMMITTEE

Chair: Elizabeth Harmer Dionne, Select Board Appointee
 Vice-Chair: Margaret Velie, Conservation Commission Appointee
 Floyd Carman, Select Board Appointee
 Roy Epstein, Board of Parks Commissioners Appointee
 Lisa Harrington, Historic District Commission Appointee
 David Kane, Recreation Commission Appointee
 Gloria Leipzig, Housing Authority Appointee
 Stephen Pinkerton, Planning Board Appointee
 Andrés Rojas, Select Board Appointee

June 16, 2020

Dear Town Meeting Member,

The enclosed information summarizes the status of the past seven years of Town Meeting approved projects and describes the four projects which Belmont's Community Preservation Committee (CPC) is recommending to Town Meeting for funding under the State's Community Preservation Act (CPA) in FY 2021. Detailed project descriptions and expense summaries for all Town Meeting approved projects can be found on the CPC webpage on the Town of Belmont website:

<http://www.belmont-ma.gov/community-preservation-committee>.

In addition to the four recommended projects, and as explained further below, the CPC is also recommending that Town Meeting approve an amendment to the uses outlined in a previously approved project, namely the FY 2019 \$250,000 appropriation made by Town Meeting to the Belmont Housing Trust to fund the development of community housing in Belmont.

Town Meeting has the final vote on approving and funding these recommendations. According to CPA legislation, Town Meeting actions on recommendations are limited to those listed below.

- Town Meeting may approve, reduce or reject recommended funding amounts.
- Town Meeting may reserve all or part of the amount recommended for a specific project to the applicable reserve (community housing, historic resources, open space/recreation).
- Town Meeting may not increase funding amounts recommended by the CPC or initiate appropriations from Belmont's Community Preservation Fund.

This is the eighth year the CPC will make funding recommendations to Town Meeting, and we welcome your questions and suggestions. Please contact Treasurer Floyd Carman at fcarman@belmont-ma.gov or Budget Director Glen Castro at gcastro@belmont-ma.gov, or call our hotline at (617) 993-2774.

Due to the Covid-19 crisis and the compressed time-frame in which to complete the appropriations process, Town Meeting will focus on urgent appropriations during its first set of meetings in June 2020. Per the request of the Select Board and the Town Administrator, the CPC considered each

Community Preservation Committee

project and has agreed that three of the recommended projects can await consideration, approval, and appropriation by Town Meeting until a later date. However, repairs to the Town Hall chimneys are an urgent safety matter; hence, the CPC recommends immediate consideration of that project for FY 2021. The CPC also recommends that Town Meeting consider and approve the project amendment proposed by the Belmont Housing Trust, which would allow the Housing Trust to implement an emergency rental assistance program in Belmont.

To comply with social distancing guidelines, the CPC does not plan to make paper copies of this packet available. If you need a paper copy, please contact Glen Castro (gcastro@belmont-ma.gov) to make arrangements to receive one.

We look forward to discussing these recommendations with you at Town Meeting.

Elizabeth Harmer Dionne, Chair
Community Preservation Committee

Overview of the CPA in Belmont

Recommended Community Preservation Act Funding for FY 2021

The Community Preservation Committee (CPC) is recommending four projects for FY 2021 funding and one amendment to a prior appropriation for FY 2019. Described in the following pages, each of these projects was evaluated by the CPC in light of the articulated criteria for eligibility and appropriateness under the Community Preservation Act (CPA). The projects have been presented at a public hearing held on November 13, 2019 and at the Warrant Committee's regularly scheduled, in-person meeting on March 4, 2020. The amendment was considered at a Zoom meeting of the CPC held on May 1, 2020. In addition, the four projects and the amendment will be presented at the League of Women Voters Warrant Briefing, expected to be held via Zoom on June 10, 2020. The recording of the Warrant Committee's March 4 meeting, which included each project sponsor, may be found on the Belmont Media Center website in the archive for the Warrant Committee:

<https://www.belmontmedia.org/watch/govt-ed-access/warrant-committee>.

Community Preservation Act

The CPA is a state statute which individual communities in the Commonwealth may choose to adopt; Belmont adopted the statute at the State election held November 2, 2010. CPA communities impose a surcharge on their own property taxes of up to 3%, and funds raised from the surcharge are restricted to use for projects in four categories: community housing, historic resources, open space and recreation. To support expenditures in these areas, the state provides a partial match of the funds raised by the community surcharges.

Belmont elected a 1.5% surcharge on both residential and commercial taxpayers. Mindful of the burden on homeowners, however, the Town also adopted provisions which exempt the first \$100,000 of residential property values from the surcharge and grant a total exemption from the surcharge to lower income residents. In 2019, the annual surcharge averaged \$190.80 per Belmont single-family household. Belmont currently generates nearly \$1.4 million of CPA funding annually. CPA funds are restricted to their statutory uses and are not available to meet other needs or potential shortfalls in the Town's annual budget.

The State match, originally 100%, has declined since 2006 as additional communities have adopted the statute and joined the funding pool, and as registry of deed fees which feed the State fund have suffered. As noted in the chart below, Belmont's receipts from the Trust Fund have ranged from a high of \$470,418 (52.23% match) in 2013 to a low of \$189,960 (18.78% match) in 2018. (The State match is paid after the end of the State's fiscal year.) To date Belmont has received \$2,200,856 in State matching funds. In 2019 the state legislature approved an increase of 250% in certain registry fees to bolster the State fund. The FY 2020 match for Belmont was originally projected to be as high as approximately

\$380,000 (33% match). However, the Covid-19 crisis has disrupted registry transactions and decreased state revenues, so the amount of Belmont's FY 2020 match is highly uncertain.

	FY	FY	FY	FY	FY	FY	FY	FY	FY	Total
Revenue	12	13	14	15	16	17	18	19	20	
Surcharge	\$ 858,359	\$ 890,299	\$ 917,630	\$ 963,355	\$ 1,058,166	\$ 1,095,847	\$ 1,160,347	\$ 1,147,066	\$ 1,371,769	\$ 9,462,838
Surcharge-Subsequent Year Collection	-	6,359	7,326	6,204	4,137	6,148	5,473	25,421	3,760	\$ 64,828
State Match (Based of Prior Year Collections)	-	232,884	470,418	291,615	288,337	219,502	189,960	217,934	290,206	\$ 2,200,856
Earnings On Investment	1,020	8,645	12,399	8,245	9,350	17,166	29,207	74,080	79,582	\$ 239,695
Added Interest and Costs	454	1,297	1,488	1,480	1,215	1,306	1,390	1,314	892	\$ 10,836
Total	\$ 859,833	\$ 1,139,484	\$ 1,409,261	\$ 1,270,899	\$ 1,361,205	\$ 1,339,969	\$ 1,386,376	\$ 1,465,815	\$ 1,746,210	\$ 11,979,053

Community Preservation Committee

The CPA requires each adopting community to appoint a Community Preservation Committee. By statute, the CPC consists of nine members, of whom three are appointed by the Select Board as at-large members and six are appointed by the following boards and commissions: the Conservation Commission, the Historic District Commission, the Housing Authority, the Parks Commission (the Select Board in Belmont), the Planning Board, and the Recreation Commission. Currently Elizabeth Harmer Dionne serves as Chair of the CPC and Margaret Velie serves as Vice-Chair.

The CPC is responsible for reviewing applications for funding under the CPA and recommending to Town Meeting expenditures of CPA funds on those projects it approves each year. All recommendations to Town Meeting by the CPC are made within the framework of Belmont's **Community Preservation Plan**, which was originally approved by the CPC on August 14, 2013. Each year the CPC updates the Community Preservation Plan, a process in which the public is welcome to participate. The Plan was last updated in August 2020, following the 2019 Annual Town Meeting. The most current version of the Plan is posted on the town website at:

https://www.belmont-ma.gov/sites/belmontma/files/uploads/fy20_cpa_plan_0.pdf.)

Over the years, the CPC has learned a lot about how to help projects reach a successful conclusion and ways in which to maximize or leverage the benefits of CPA funding. As a result, last year the CPC made important revisions to Belmont's current CPA Plan. Some of the most significant changes made in the 2020 CPA Plan are summarized below.

- "CPA-funded design does not obligate the CPC to fund the construction of the subsequent proposed project." (p. 20)
- "What, if any, potential secondary effects will your proposed project have on the Town's Operating Budget?" (p. 22)
- "The CPC, in its sole discretion, may provide guidance to applicants regarding the maximum amount it anticipates may be available or appropriate for ultimate construction of the proposed project." (p.23)
- Sponsors of privately owned projects shall provide funds equal to at least ten percent (10%) of the amount of CPA funds being provided. (p.22)
- Projects on publicly owned land or involving Town-owned assets shall not be required to provide any private funds toward the cost of the CPA project being applied for. (p.23)

CPA funds have made a tremendous difference in the quality of life of Belmont's residents. Pages 19-20 of this report list the many projects funded by Town Meeting at the recommendation of the CPC. These projects include rebuilding the Underwood Pool, rebuilding of most of the Town's playgrounds and all of its tennis courts, ongoing culling of invasive species from open space, significant and ongoing repairs to the historic municipal buildings in Town Center, preservation of municipal records, ongoing planning regarding preservation and expansion of the Town's community housing stock, preservation and restoration of the historic front of the Police Station, and most recently funding the significant design work necessary to access state funding for Phase I of the Community Path.

Prioritizing CPA projects may become increasingly important, as the CPC evaluates increasingly expensive projects. Two important examples include design funds for Phase II of the Community Path (estimated at \$1.5- 2 million) and the possible redevelopment of the Town's entire affordable housing stock (using CPA funds awarded over a number of years to leverage access federal, state, and other construction grants). The CPC does not have a formal policy for reserving CPA funds for upcoming needs, but project sponsors may come forward to request such reservations as they anticipate significant financial need.

PROPOSED TOWN OF BELMONT EMERGENCY RENTAL ASSISTANCE PROGRAM

WARRANT AMENDMENT

That \$250,000 be appropriated from the Fund Balance Reserved for Affordable Housing to fund eligible commitments by the Belmont Housing Trust that would increase housing units where new housing is being built, provide incentives to developers to develop affordable housing units, or fund pre-development work to determine if sites are suitable for community housing development. **Such funds may also be used to develop and administer an emergency short-term rental assistance program to assist eligible Belmont households who have lost income due to the covid-19 pandemic.** (Amendment language in Bold)

PROJECT DESCRIPTION

The Belmont Housing Trust is proposing to expand the authorized uses of the \$250,000 in CPA funds (awarded in 2018) to establish a short-term emergency rental assistance program. The Trust will request that June Town Meeting approve an amendment to the 2018 award to allow the funds to be used for such a program. Rental Assistance programs are an allowed use of Community Preservation funds. A number of cities and towns across the Commonwealth are taking steps to implement such an emergency program with guidance from the Mass. Housing Partnership (MHP), including Newton, Lexington, Sudbury, Weston and Bedford. In addition to the CPA, some communities are using other town or city resources to fund these programs.

The Housing Trust is proposing an emergency rental assistance program that should provide rental funds to 60-80 Belmont households that have suffered a loss of income due to the pandemic. Participation guidelines would restrict eligibility to Belmont renter households at or below 80% of Area Median Income (AMI) (see chart below for AMI details). Applicants would be required to provide documentation on prior and current income, demonstrating loss due to the coronavirus pandemic. The program would cover about 50 percent of rent for three months and would pay landlords directly. Both eligible applicants and their landlords would be required to sign a participation agreement. Households living in public housing or having a Section 8, MRVP or other housing subsidy would not be eligible for participation, since these households are already entitled to rent reductions through those subsidy programs if income is reduced.

This emergency program would be administered by a local non-profit that would be responsible for accepting applications, determining eligibility, conducting a lottery, establishing a wait list, entering into agreements with the renter households and landlords, obtaining W-9s, disbursing monthly checks to the landlords, issuing 1099s to the landlords, and reporting to the funding source. The administrative agency would be selected through Town-approved procurement procedures.

PROJECT BENEFIT

Due to COVID-19, unemployment continues to rise. Reductions in income and job losses are putting significant financial stress on people throughout the region. The Federal Reserve Bank of Boston estimates that 36% of renters in New England are now at risk of not being able to make their rent payments, because of lost jobs or decreased income from the COVID-19 crisis. According to the 2018 Belmont Housing Production Plan, 36.5% of Belmont households are renters (approximately 3,500 households) and—at that time— 44% of all renter households were already cost burdened, paying over 30% of their incomes on rent. Belmont's Housing Production Plan further demonstrates that 705 renter households (51% of renters) with incomes below 80% AMI are considered severely cost burdened and paying more than 50% of their incomes to rent. Renter households with low incomes have less resources available to help them remain stable in their homes if they experience a reduction in their incomes or loss of their jobs. .

Using CPA funds to establish an emergency rental assistance program will provide support to those households in Belmont in greatest need, helping ensure their housing stability. Although the federal government has provided enhanced unemployment, not all households are eligible and the increased benefits will end on July 31st. It is unknown when business will return to normal and when we can expect unemployment to drop. An emergency rental assistance program can help people hold onto their homes during this time of uncertainty..

Using CPA funds to establish such a program will help residents remain in their homes, ensuring their landlords can continue to pay their mortgages and local property taxes, supporting our local economy and the health of our community. A recent national review of these programs in an article from the Urban Institute: Housing Matters Initiative pointed out the need to serve low-income renters who live in single-family homes and the “mom and pop” landlords who tend to own them. Tenants in larger buildings may be easier to reach, and owners of these buildings may be better able to weather delayed or missed rental payments—at least in the short term. This seems especially relevant to Belmont, as so many rental units here are in single family and two-family buildings, not large apartment buildings. Evictions and possible foreclosures would be disruptive to our neighbors, our community, and our local economy.

PROGRAM PARAMETERS

ELIGIBILITY

The applicant must occupy a rental property in Belmont and have household income that is no greater than 80% AMI. Preference will be given to households at or below 60% AMI. The program will use current household income (i.e. wages, unemployment, pension, child support, etc.) to determine income eligibility as well as documentation on loss of income (termination of employment, reduction of hours, or furlough, etc.) due to COVID-19 circumstances to determine if a household qualifies for participation in the program. The applicant will also be asked to certify that they do not have access to other resources to cover the rent.

Household income limits are set by HUD for the Boston area and are based on family size, as follows:

	Household Size: 1	Household Size: 2	Household Size: 3	Household Size: 4	Household Size: 5	Household Size: 6
60% AMI	\$53,760	61,440	69,120	76,740	82,920	\$89,040
80% AMI	\$67,400	\$77,000	\$86,650	\$96,250	\$103,950	\$111,650

DURATION

Three months; Payments made directly to Landlord

MONTHLY PAYMENT

1 bedroom unit--\$950

2 bedroom unit--\$1155

3 bedroom unit--\$1440

These amounts are based on 50% of the HUD Belmont Fair Market Rent for Section 8, by bedroom size.

MARKETING

An intense marketing campaign would last for two weeks. Marketing will be the responsibility of the Town and the Belmont Housing Trust. At a minimum, the following committees, agencies and organizations will be asked to conduct outreach, notifying potential applicants about the program and telling them how to obtain an application: Select Board, School Committee, PTOs, Food Pantry, Town Social Worker, Veteran's officer, Beech Street Center, Council on Aging, Belmont Religious Council, Belmont Helps, Belmont Citizen Herald, the Media Center, large local landlords. The Town will also provide program information on its website as will the Belmont Public Library.

FUNDING

The Emergency Rental Assistance Program will be funded by the \$250,000 CPA grant previously awarded to the Belmont Housing Trust in 2018, if approved in the June 2020 Town Meeting. Private fund-raising efforts will also be undertaken.

LOTTERY

The lottery will be held approximately two weeks after the start of the marketing campaign.

BUDGET (based on 60-80 households awarded assistance)

Assistance payments estimate: \$214,000-\$223,000 (85.6%-89.2%). The actual total will depend on the mix of apartment sizes of the enrolled households.

Administration estimate: \$27,000-\$36,000 (10.8%-14.4%)

Community Preservation Committee

FY 2021 CPA Project Summary

No.	Name	Project Title	Category	Amount
1	Steve Dorrance	Repair and Weatherization of the Chimneys on Town Hall	Historic Preservation	\$ 125,000.00
2	Wendy Murphy	Homer House Window Restoration	Historic Preservation	\$ 100,000.00
3	Cortney Eldridge	Town Field Playground & Court Restoration	Recreation	\$ 680,624.00
4	Jaclyn Martin	Feasibility Study for the redevelopment and creation of new affordable housing units at Belmont Village	Community Housing	<u>\$ 173,000.00</u>
Total				\$ 1,078,624.00

Project:	Repair and Weatherization of the Chimneys on Town Hall
CPA Category:	Historic Preservation
Amount Requested:	\$125,000.00
Amount Recommended:	\$125,000.00
CPC Vote:	Approved
Sponsors:	Steve Dorrance

Project Description:

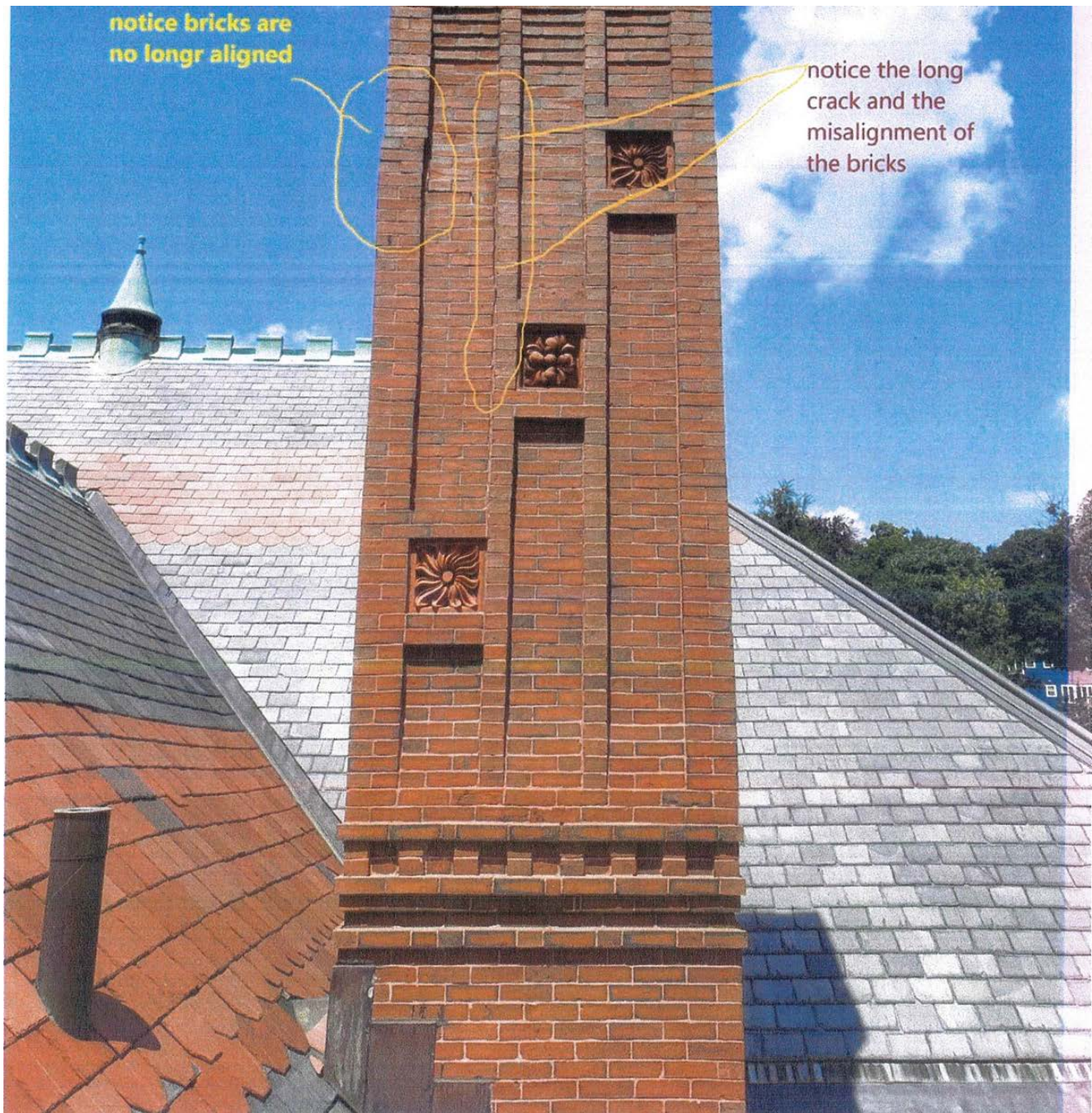
The project scope is to repair and weatherize the three chimneys on Town Hall. The majority of the work will be done on the chimney directly above the most frequently used door on the building, pictured below. The work is needed because the chimney in question has developed long vertical cracks, as well as horizontal cracks in the mortar joints. The latter cracks are typical for most brick chimneys, and occurs when the mortar joints fail. Typically, these types of cracks are seen in the top 18 inches of residential chimneys. Vertical cracks, are very different as they do not follow a joint and literally crack through the bricks in a jagged line. Very often, as is the case with this chimney, a vertical crack is symptomatic of an underlying problem. A condition assessment of the chimneys was done on a fee for services basis by a reputable firm that specializes in large and historic chimneys. Based on the survey, which was done from a crane and aerial bucket, but without the removal of any bricks, it is believed the chimney is structurally compromised. Looking from the ground at the left front edge of the chimney, it is very apparent the corner has shifted; approximately two linear feet are misaligned.

Project Goals and Objectives:

The goals are to stabilize the chimneys from further deterioration, repair all the cracks, realign the bricks, and apply a long-lasting weatherproofing chemical to inhibit water penetration into the mortar joints and bricks.

Project Benefit:

The Town Hall chimneys contribute to the architectural character of the building, which is important to preserve. This project will, without question, extend the longevity of the chimneys. The extent of the underlying issues with the chimney in question are not clear. If we defer this repair, and large sections of brick fall out, it could lead to catastrophic failure of the chimney. The load of these bricks could easily extensively damage the slate roof and, under the worst circumstances, injure someone making passage in and out of Town Hall. This concern is not being overstated because there is obvious movement in the brick corners, left front and right rear, looking from the parking lot. The most noteworthy benefit of the project is to avoid a catastrophic failure and cascading secondary damage to the building.



Project:	1853 Homer House Window Restoration Project
CPA Category:	Historic Preservation
Amount Requested:	\$100,000
Amount Recommended:	\$100,000
CPC Vote:	Approved
Sponsors:	Belmont Woman's Club

Project Description:

The goal is to restore the windows in the historic William Flagg Homer House located in the Pleasant Street Historic District at 661 Pleasant Street. William Flagg Homer was the uncle of famed American artist Winslow Homer, whose artwork includes many pieces depicting scenes in and around Belmont, including the Homer House. The BWC rescued the House from destruction in 1927, and its members have donated their time and resources ever since to preserve the Homer House for future generations.

Nearly all the windows in the Homer House are inoperable, as well as inefficient and dangerous. Most are original to the house and have never been repaired. Many have broken panes of glass, deteriorating wood frames, and loose glazing. All of these problems diminish the value of the House, and pose a risk of harm to the public. In addition, the fact that the windows are inoperable means fresh air does not circulate, which increases the risk of mold, and negatively affects air quality in the House. Further, many of the windows have deteriorated to a point where they have large gaps between the glass and the frames, which significantly affects heating costs during the cold weather.

The BWC is an all-volunteer 501(c)(3) charitable organization whose members donate time and resources to maintain the Homer House. Membership fees alone are inadequate to cover ordinary annual expenses, so the BWC regularly rents the Homer House for functions, which provides important additional assets that are used to pay expenses. The dangerous condition of the windows poses concerns for visitors, and deters renters from selecting the Homer House as the location for their function, especially when children are involved.

The window restoration project will restore glass, sashes, frames, glazing and hardware to make the windows more energy efficient and safe. It will also involved restoration of three stained glass windows, and exterior broken mouldings around several windows.

Project Goals and Objectives:

Primary goals include restoring operability to the windows, and repairing broken parts so that the windows are safe and capable of providing proper ventilation and protection against water intrusion. This will make the Homer House more appealing to renters whose fees provide essential financial support to the BWC so they can properly maintain the property, and more accessible to the community for public events. The Belmont community has enjoyed free access to the space for a variety of purposes, such as children's literacy programming,

lectures, historic tours, and use of the space for community meetings. Restoring the windows will decrease the risk of harm to the visitors, thus allowing for even more public access and enjoyment. The project will also enhance the long-term integrity and sustainability of the Homer House, thus will contribute to the value of the community.

Project Benefit:

As noted above, this project will provide significant benefit to the integrity of the 1853 Homer House, while making the Homer House safer and more accessible to the public. Preservation of historic assets in town is exactly what CPA money should be used for. The 1853 Homer House is a beautiful example of period architecture, and a crown jewel in Belmont. Its location atop a hill, across from Town Hall, serves as a welcoming display of Belmont's character and reputation as "The Town of Homes."

Project:	Feasibility study for the redevelopment and creation of new affordable housing at Belmont Village
CPA Category:	Community Housing
Amount Requested:	\$173,000
Amount Recommended:	\$173,000
CPC Vote:	Approved
Sponsors:	Belmont Housing Authority

Project Description: Belmont Village is a state-aided public housing development owned and managed by the Belmont Housing Authority. The development was built in 1949 and consists of 100 family apartments, 50 2 bedroom apartments and 50 3 bedroom apartments on 9 acres of land. The assessment and redevelopment plan will focus on the feasibility of new construction with accessibility access for families and disabled residents of Belmont and the creation of new apartments on the site. The plan would include a site and environmental review, conceptual design plans, preliminary zoning review, preparation of initial development budget and identification of potential financial resources as well as outreach to residents, abutters, and the Town.

Project Goals and Objectives: An assessment and redevelopment plan will focus on a new design for Belmont Village that includes additional apartments, accessible apartments and housing stock not currently available such as 1 bedroom apartments and accessible 2 and 3 bedroom apartments. Currently there are no accessible apartments at Belmont Village. The number of new apartments and the bedroom size configuration will be ascertained through the planning process. The site assessment and financial analysis will determine the optimum number of new apartments and bedroom sizes and level of affordability.

Project Benefit: According to Belmont's Comprehensive Plan for 2010-2020, "there is a need for a wider variety of housing types to serve young professionals and the elderly, especially near village centers. Housing suitable for the needs and moderate incomes of young professionals and the elderly is insufficient, especially smaller rental units....". The plan also cited the lack of options for young families looking to rent an affordable apartment in Belmont. In addition the Belmont Housing Production Plan approved by the Town in 2018 states that "approximately 25% of Belmont's households qualify for affordable housing and only 6.37% of the dwelling units are affordable". Creating additional affordable housing on publicly owned land is both needed and should be far more cost effective than developing on private property since the cost of land will not factor into development costs.

Project:	Town Field Playground Restoration
CPA Category:	Recreation
Amount Requested:	\$680,624.00
Amount Recommended:	\$680,624.00
CPC Vote:	Approved
Sponsors:	Cortney Eldridge - Friends of Town Field Playground

Project Description:

Town Field playground and courts are located at the intersection of Beech and Waverley Streets. It is a highly utilized recreational space for both children and adults. The area we look to revitalize includes the current Town Field playground, four pickleball courts, one basketball court, and the tennis wall.

Project Goals and Objectives:

The goal of this proposed project is to rehabilitate the Town Field playground and courts. We would like to make an already integral recreational Belmont area even more fun and improve the safety of the equipment. In addition, we would like to make it more attractive to children of a wider variety of ages.

Project Benefit:

The Town Field playground is located in an area where houses are close together and residents do not have large back yards. Many neighbors meet here to play. It is a central point for our town's soccer organizations. On any given weekend, you can see Belmontonians from all parts of town use the fields and the playground while soccer is in session. Given the high utilization, this project is a benefit to a major cross-section of our town's residents and this reach, we believe, helps to fulfill the CPC guidelines even further.

TOWN OF BELMONT
COMMUNITY PRESERVATION COMMITTEE
CPA FUND
May 13, 2020

<u>Revenue (FY2012-FY2020)</u>	Total
Local Surcharge	\$ 9,462,838
State Match	\$ 2,200,856
Surcharge-Subsequent Year Collection	\$ 64,828
Interest and Misc. Fees	\$ 250,531
Total	\$ 11,979,053
<hr/>	
<u>Expenses (FY2012-FY2020)</u>	
Project Spending	\$ (7,137,034)
Remaining Appropriated Project Funding	\$ (2,536,792)
Admin. Expenses (see spending guidelines)	\$ (215,878)
Total Expenses	\$ (9,889,704)
<hr/>	
<u>Proposed Appropriations June 2020 Town Meeting Part I (FY2021)</u>	
FY21 Projects	\$ (125,000)
FY21 Admin. Budget (see spending guidelines)	\$ (55,000)
Total Proposed Appropriations (FY21)	\$ (180,000)
<hr/>	
<u>Proposed Appropriations Town Meeting / Special Town Meeting Part II (FY2021)</u>	
FY21 Projects	\$ (953,624)
Total Proposed Appropriations (FY21)	\$ (953,624)
<hr/>	
<u>Summary</u>	
Collections	\$ 11,979,053
Expenses	\$ (9,889,704)
Proposed Appropriations June 2020 Town Meeting	\$ (180,000)
Proposed Appropriations	\$ (953,624)
Total Estimated CPA Fund Balance (7-1-20)	\$ 955,725

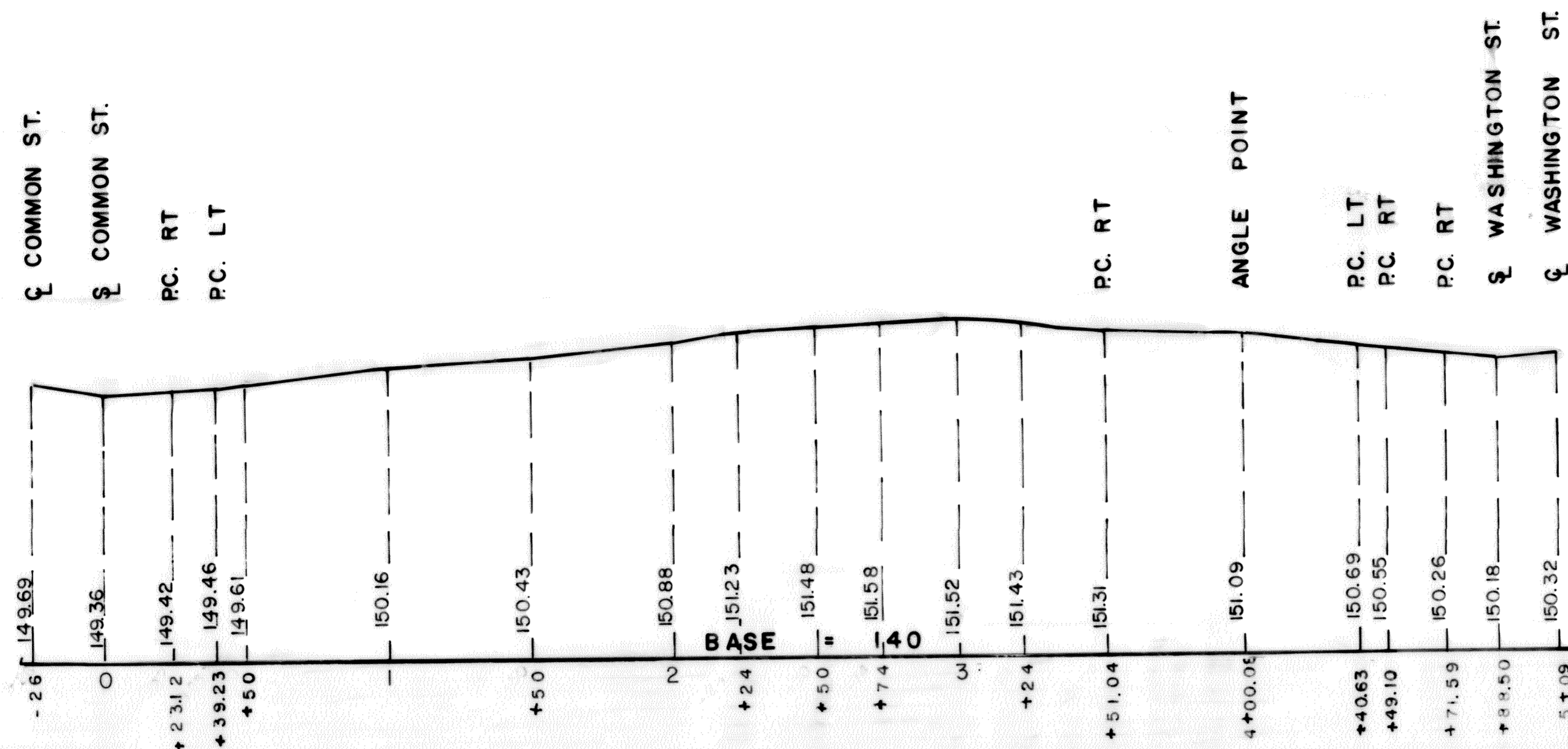
Admin Fees	FY14	FY15	FY16	FY17	FY18	FY19	FY20 Estimated
Admin Salary	\$ 8,917	\$ 11,412	\$ 10,092	\$ 11,584	\$ 8,236	\$ 4,795	\$ 11,000
Procurement Training	450	1,265	-	-	-	-	-
Open Space Land and Housing Inventory Project	30,000	-	-	-	-	-	-
CPA Coalition Dues	3,000	3,500	3,500	3,500	4,350	4,350	4,350
Deed Restriction - Homer House	-	-	4,266	-	-	-	-
Town Hall Railings and Retaining Wall Study	-	-	-	-	5,050	-	-
McLean Barn Stabilization Study	-	-	-	-	15,000	-	-
Belmont Police Station	-	-	-	-	-	21,000	-
The Boston Chimney Study	-	-	-	-	-	-	9,671
Belmont Municipal Light Condition Study	-	-	-	-	-	-	25,000
Misc. Office Supplies	154		363		-	-	
Total Admin Spending	\$ 42,521	\$ 16,177	\$ 18,220	\$ 15,084	\$ 32,636	\$ 30,145	\$ 50,021
Original Appropriated Admin Budgets	\$ 58,000	\$ 56,498	\$ 56,200	\$ 50,650	\$ 55,000	\$ 55,000	\$ 55,000
Administrative Turn back	\$ 15,479	\$ 40,321	\$ 37,980	\$ 35,566	\$ 22,364	\$ 24,855	\$ -

TOWN OF BELMONT COMMUNITY PRESERVATION COMMITTEE CPA Project Statuses May 13, 2020								
FY 2014								
PROJECT	SPONSOR	APPROPRIATION	EXPENSES	% COMPLETED	TURNBACK	STATUS UPDATE	PROJECT TYPE	CATEGORY
(Belmont Village) Electric Service Upgrade Underground Wiring	Donna Hamilton	\$ 147,000	\$ 128,161	100.00%	\$ 18,839	CLOSED	UPGRADE	Community Housing
(Town Hall) Concord Avenue Door Remediation	Kevin Looney	\$ 72,000	\$ 71,871	100.00%	\$ 130	CLOSED	REMEDIATION	Historic Preservation
Building Survey and Investigation of the William Flagg Homer House	Susan Smart	\$ 10,000	\$ 9,500	100.00%	\$ 500	CLOSED	SURVEY	Historic Preservation
Comprehensive Cultural Resources Survey	Lisa Harrington	\$ 115,000	\$ 115,000	100.00%	\$ -	CLOSED	SURVEY	Historic Preservation
Irrigation Improvements at Rock Meadow Community Gardens	Mary Trudeau	\$ 10,000	\$ 9,024	100.00%	\$ 976	CLOSED	RENOVATION	Recreation Land
Joey's Park Rehabilitation	Ellen Schreiber	\$ 100,000	\$ 100,000	100.00%	\$ -	CLOSED	RESTORATION	Recreation Land
Landscape Plan for Intergenerational Walking Path at Clay Pit Pond	Mary Trudeau	\$ 20,000	\$ 18,970	100.00%	\$ 1,030	CLOSED	DESIGN	Recreation Land
Preserving and Digitizing Belmont's Vital Records	Ellen O'Brien Cushman	\$ 100,000	\$ 86,604	100.00%	\$ 13,396	CLOSED	PRESERVATION	Historic Preservation
Underwood Park (Plan & Design)	Peter J Castanino	\$ 298,000	\$ 298,000	100.00%	\$ -	CLOSED	DESIGN	Recreation Land
		\$ 872,000	\$ 837,130	100.00%	\$ 34,870			
FY 2015								
PROJECT	SPONSOR	APPROPRIATION	EXPENSES	% COMPLETED	TURNBACK	STATUS UPDATE	PROJECT TYPE	CATEGORY
Belmont Community Moving Image Archive	Jeffrey Hansell	\$ 12,000	\$ 11,964	100.00%	\$ 36	CLOSED	IMAGING	Historic Preservation
Daniel Butler School Playground Project (Phase II)	Michael McAllister, Princ	\$ 66,524	\$ 64,488	100.00%	\$ 2,036	CLOSED	CONSTRUCTION	Recreation Land
(Belmont Village) Electrical Upgrade Interior Wiring	Donna Hamilton	\$ 165,000	\$ 165,000	100.00%	\$ -	CLOSED	RENOVATION	Community Housing
First Time Homebuyer Assistance	Helen Bakeman	\$ 375,000	\$ -	100.00%	\$ 375,000	CLOSED	AFFORDABLE HOUSING	Community Housing
JV Field Irrigation Upgrade	Jim Fitzgerald	\$ 8,700	\$ 8,700	100.00%	\$ -	CLOSED	CONSTRUCTION	Recreation Land
Underwood Pool	David Kale	\$ 2,000,000	\$ 2,000,000	100.00%	\$ -	CLOSED	CONSTRUCTION	Recreation Land
Winn Brook Field Renovation	Peter Thomson	\$ 100,000	\$ 96,374	100.00%	\$ 3,626	CLOSED	RENOVATION	Recreation Land
		\$ 2,727,224	\$ 2,346,525	100.00%	\$ 380,699			

TOWN OF BELMONT COMMUNITY PRESERVATION COMMITTEE CPA Project Statuses May 13, 2020								
FY 2016								
PROJECT	SPONSOR	APPROPRIATION	EXPENSES	% COMPLETED	TURNBACK	STATUS UPDATE	PROJECT TYPE	CATEGORY
Belmont Veterans Memorial Project	Kevin Ryan	\$ 60,000	\$ 26,800	100.00%	\$ 33,200	CLOSED	RESTORATION	Historic Preservation
Electrical Upgrade	Donna Hamilton	\$ 522,500	\$ 522,500	100.00%	\$ -	CLOSED	UPGRADE	Community Housing
Digitization of Belmont Newspapers (1890-1923)	Emily Reardon	\$ 17,923	\$ 17,105	100.00%	\$ 818	CLOSED	DIGITIZATION	Historic Preservation
1853 Homer House Rehabilitation and Restoration	Wendy Murphy	\$ 100,000	\$ 99,900	100.00%	\$ 100	CLOSED	RESTORATION	Historic Preservation
Pequossette Tennis Courts Rehabilitation and Restoration	David Kale	\$ 295,000	\$ 210,047	100.00%	\$ 84,953	CLOSED	RESTORATION	Recreation Land
Wellington Station Exterior Restoration and Rehabilitation	Emilio E Mauro, Jr.	\$ 26,300	\$ 26,300	100.00%	\$ -	CLOSED	RESTORATION	Historic Preservation
		\$ 1,021,723	\$ 902,652	100.00%	\$ 119,072			
FY 2017								
PROJECT	SPONSOR	APPROPRIATION	EXPENSES	% COMPLETED	TURNBACK	STATUS UPDATE	PROJECT TYPE	CATEGORY
Construction of Intergenerational Walking Path at Clay Pit Pond	Mary Trudeau	\$ 228,350	\$ 228,350	100.00%	\$ -	CLOSED	CONSTRUCTION	Recreation Land
Preserving Belmont's Original Vital Records	Ellen Cushman	\$ 80,000	\$ 25,000	31.25%	\$ -	OPEN	PRESERVATION	Historic Preservation
Digitizing Belmont's Town Meeting Records	Ellen Cushman	\$ 85,000	\$ 56,827	66.86%	\$ -	OPEN	DIGITIZATION	Historic Preservation
Town Hall Exterior Railings Improvements	Gerald R. Boyle	\$ 75,000	\$ -	100.00%	\$ 75,000	CLOSED	RENOVATION	Historic Preservation
PQ Playground Revitalization (Phase I)	Julie Crockett	\$ 25,000	\$ 25,000	100.00%	\$ -	CLOSED	REVITALIZATION	Recreation Land
Winn Brook Tennis Courts	Jay Marcotte	\$ 325,000	\$ 268,000	100.00%	\$ 57,000	CLOSED	CONSTRUCTION	Recreation Land
		\$ 818,350	\$ 603,177	83.02%	\$ 132,000			

TOWN OF BELMONT COMMUNITY PRESERVATION COMMITTEE CPA Project Statuses May 13, 2020								
FY 2018								
PROJECT	SPONSOR	APPROPRIATION	EXPENSES	% COMPLETED	TURNBACK	STATUS UPDATE	PROJECT TYPE	CATEGORY
Grove Street Tennis Courts	Jay Marcotte	\$ 336,000	\$ 322,857	100.00%	\$ 13,143.36	CLOSED	REPLACEMENT	Recreation Land
Assessment and Project Redevelopment of Sherman Gardens	Jaclyn Martin	\$ 173,200	\$ 70,499	40.70%	\$ -	OPEN	REDEVELOPMENT	Community Housing
Belmont Headquarters Sons of Italy - Historical Artifacts Preservation	Cynthia Pasciuto	\$ 24,125	\$ 24,051	100.00%	\$ 74.45	CLOSED	PRESERVATION	Historic Preservation
Grove Street Park Intergenerational Walking Path Construction Site Plan	Donna Ruvolo	\$ 35,000	\$ 35,000	100.00%	\$ -	CLOSED	CONSTRUCTION	Recreation Land
PQ Playground Revitalization Project Phase 2	Julie Crockett	\$ 615,000	\$ 556,976	90.57%	\$ -	OPEN	REVITALIZATION	Recreation Land
		\$ 1,183,325	\$ 1,009,383	86.25%	\$ 13,217.81			
FY 2019								
PROJECT	SPONSOR	APPROPRIATION	EXPENSES	% COMPLETED	TURNBACK	STATUS UPDATE	PROJECT TYPE	CATEGORY
Town Field Playground Restoration	Cortney Eldridge	\$ 25,000	\$ 25,000	100.00%	\$ -	CLOSED	RESTORATION	Recreation Land
Architectural Drawings for Music Bandstand at Payson Park	Tomi Olsen	\$ 5,000	\$ 3,660	73.20%	\$ -	OPEN	A. DRAWINGS	Recreation Land
McLean Barn Conditions Stabilization	Ellen Cushman	\$ 175,000	\$ 162,738	92.99%	\$ -	OPEN	PRESERVATION	Historic Preservation
Belmont Veterans Memorial Restoration and Enhancement	Angelo Firenze	\$ 103,000	\$ 103,000	100.00%	\$ -	CLOSED	RESTORATION	Historic Preservation
Funds Set Aside to Housing Trust	Judith Feins	\$ 250,000	\$ -	0.00%	\$ -	OPEN	AFFORDABLE HOUSING	Community Housing
Construction of Grove Street Park Intergenerational Walking Path	Donna Ruvolo	\$ 780,087	\$ 704,470	90.31%	\$ -	OPEN	CONSTRUCTION	Recreation Land
Community Path Off-Cycle Project Alexander Avenue Underpass	Patrice Garvin	\$ 400,000	\$ 101,587	25.40%	\$ -	OPEN	DESIGN	Recreation Land
		\$ 1,738,087	\$ 1,100,455	68.84%	\$ -			

TOWN OF BELMONT COMMUNITY PRESERVATION COMMITTEE CPA Project Statuses May 13, 2020								
FY 2020								
PROJECT	SPONSOR	APPROPRIATION	EXPENSES	% COMPLETED	TURNBACK	STATUS UPDATE	PROJECT TYPE	CATEGORY
Belmont Police Station	Anthony Ferrante	\$ 787,575	\$ 189,359	24.04%	\$ -	OPEN	RESTORATION	Historic Preservation
Town Hall Complex Slate Roofs	Steve Dorrance	\$ 100,000	\$ -	0.00%	\$ -	OPEN	RESTORATION	Historic Preservation
Community Path Phase 1b (Brighton Street to Clark Street Bridge) Design	Patrice Garvin	\$ 1,000,000	\$ 130,550	13.06%	\$ -	OPEN	DESIGN	Recreation Land
Clay Pit Pond: Preservation and Restoration of Vegetation	Mary Trudeau	\$ 20,000	\$ -	0.00%	\$ -	OPEN	PRESERVATION	Recreation Land
Rock Meadow: Habitat Preservation Control of Non-native & Invasive Vegetation	Mary Trudeau	\$ 25,400	\$ -	0.00%	\$ -	OPEN	PRESERVATION	Open Space
Town Field Playground Restoration	Cortney Eldridge	\$ 60,000	\$ 17,804	29.67%	\$ -	OPEN	DESIGN	Recreation Land
		\$ 1,992,975	\$ 337,713	11.13%	\$ -			



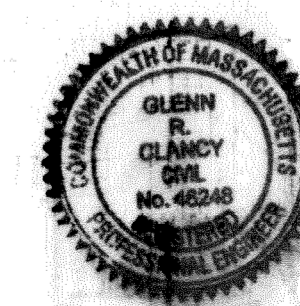
DATE: August 12, 2020
Alex O'Brien Cushman
TOWN CLERK

DATE: AUGUST 10, 2020
Ray Spat
Shirley

ACCEPTED AT
TOWN MEETING
DATE: _____
ARTICLE: _____

TOWN CLERK

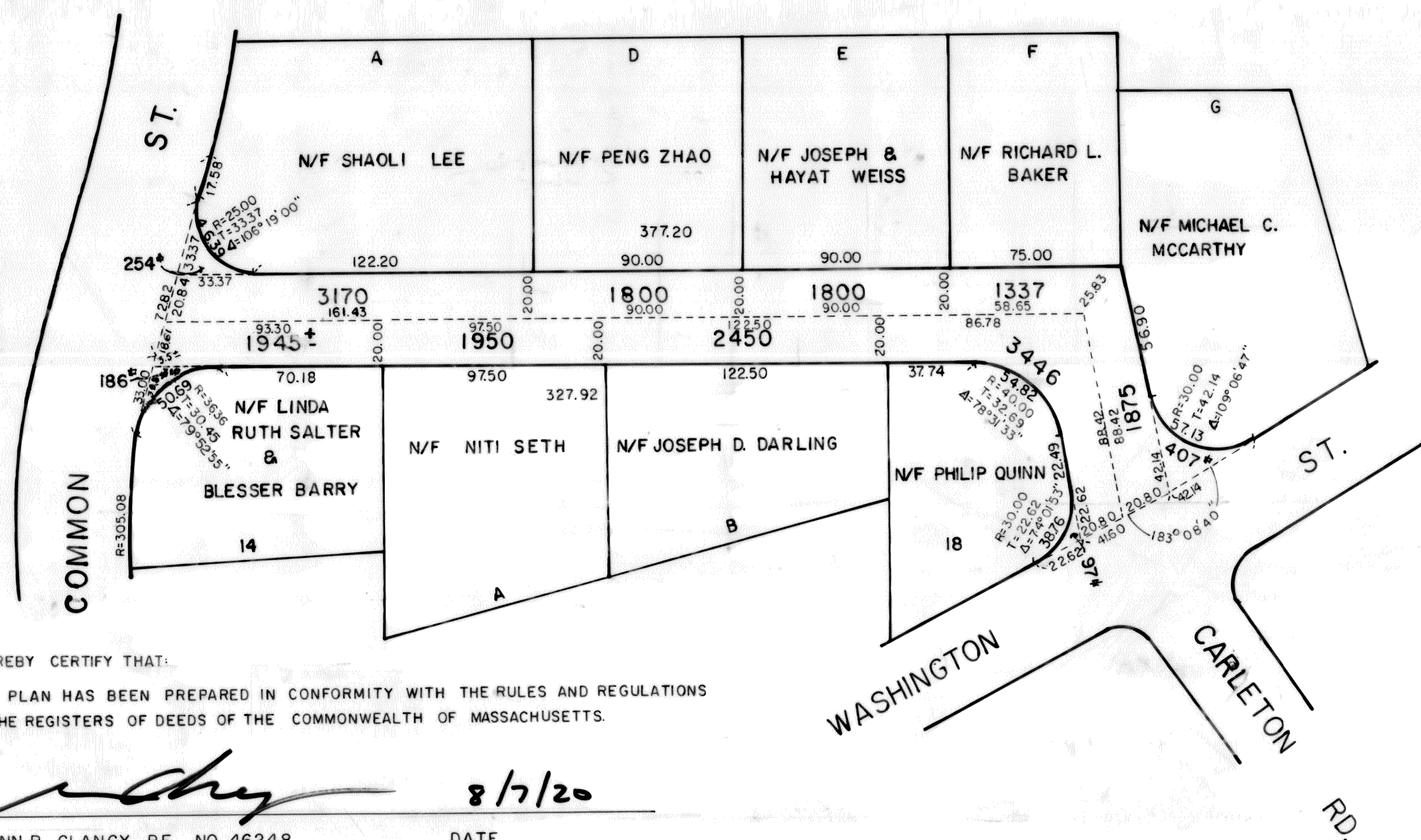
TOWN ENGINEER



GLENN R. CLANCY, P.E. NO. 46248

8/7/20

DATE



MASSACHUSETTS DEPARTMENT OF TRANSPORTATION HIGHWAY DIVISION

BELMONT
WELLINGTON ELEMENTARY SCHOOL SRTS

STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
MA	-	1	9
PROJECT FILE NO.		608911	

PRELIMINARY RIGHT OF WAY
TITLE SHEET & INDEX

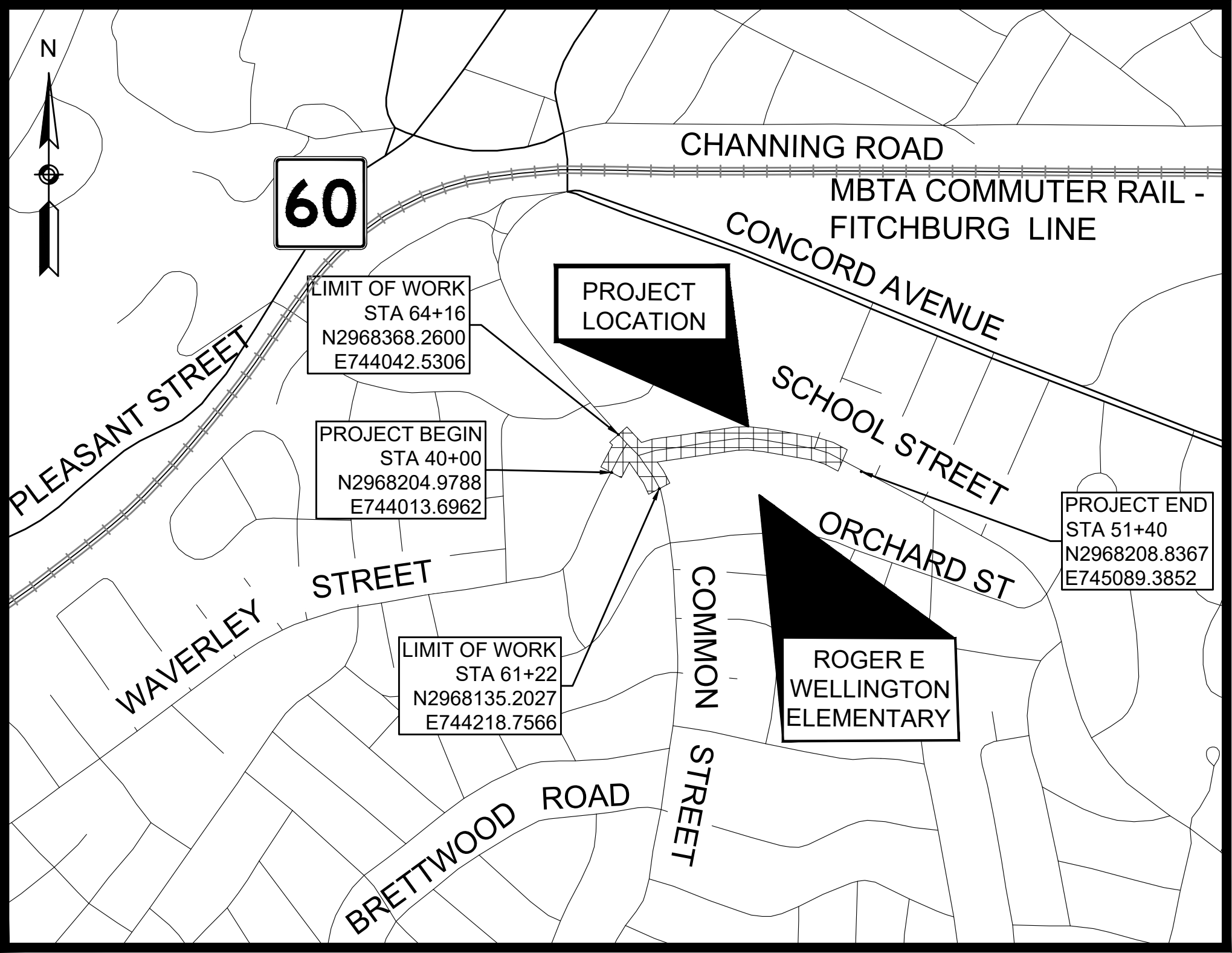
PLAN AND PROFILE OF
IMPROVEMENTS AT WELLINGTON ELEMENTARY SCHOOL
IN THE TOWN OF
BELMONT
MIDDLESEX COUNTY

THESE PLANS ARE SUPPLEMENTED BY THE OCTOBER 2017 CONSTRUCTION STANDARD DETAILS, THE 2015 OVERHEAD SIGNAL STRUCTURE AND FOUNDATION STANDARD DRAWINGS, MASSDOT TRAFFIC MANAGEMENT PLANS AND DETAIL DRAWINGS, THE 1990 STANDARD DRAWINGS FOR SIGNS AND SUPPORTS, THE 1968 STANDARD DRAWINGS FOR TRAFFIC SIGNALS AND HIGHWAY LIGHTING, AND THE LATEST EDITION OF THE AMERICAN STANDARD FOR NURSERY STOCK.

FEDERAL AID PROJECT NO.

PRELIMINARY RIGHT OF WAY PLAN

INDEX	
SHEET NO.	DESCRIPTION
1	TITLE SHEET
2	LEGEND, ABBREVIATIONS, AND PROJECT DESCRIPTION
3	TYPICAL SECTIONS
4-5	CRITICAL PROFILES
6	PARCEL SUMMARY SHEET
7	LOCATION PLAN
8-9	PROPERTY PLANS



BASE MAP NOTES

- THE SURVEY BASE PLAN WAS PREPARED BY TEC, INC. ANDOVER, MA IN MARCH 2019.
- THE MOST RECENT SITE VISIT WAS COMPLETED IN MAY, 2020 TO VERIFY THAT THE EXISTING CONDITIONS SHOWN ON THE PLAN ARE THE CURRENT CONDITIONS IN THE FIELD.
- THE LAYOUT AND PROPERTY LINES SHOWN ON THE PLANS WERE COMPILED FROM ON-THE-GROUND SURVEY CERTIFIED BY JASON ELLIS, A PLS IN DIRECT CHARGE AND SUPERVISION OF THE SURVEY BASEMAP.
- THE OWNERS HAVE BEEN CHECKED AND UPDATED AS OF JULY, 2020.

TOTAL LENGTH OF PROJECT = 1,490 FEET = 0.282 MILES
SCHOOL STREET = 1,140 FEET = 0.216 MILES
COMMON STREET = 294 FEET = 0.056 MILES



06/03/2020	REVISED 25% / 75%	1
	PARCELS MODIFIED	
	TE-1, TE-2, TE-3, TE-5, TE-6, TE-7, TE-8, TE-9, TE-10, PUE-1, TE-11, TE-12	
	PARCELS DELETED	
	TE-4, E-1, E-2	
12/31/19	25% / 75% SUBMITTAL	-
DATE	DESCRIPTION	REV #

TEC, Inc.
146 Dascomb Road
Andover, MA 01810
978-794-1792

311 Main Street
2nd Floor
Worcester, MA 01608
508-868-5104

169 Ocean Blvd, Unit 3
PO Box 249
Hampton, NH 03842
603-601-8154

www.TheEngineeringCorp.com

RECOMMENDED FOR APPROVAL

CHIEF ENGINEER DATE

APPROVED

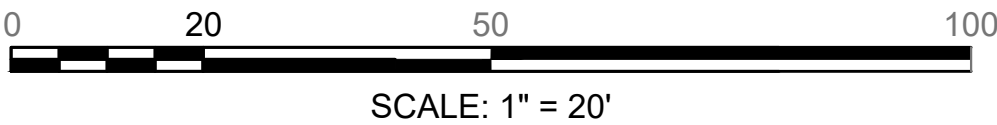
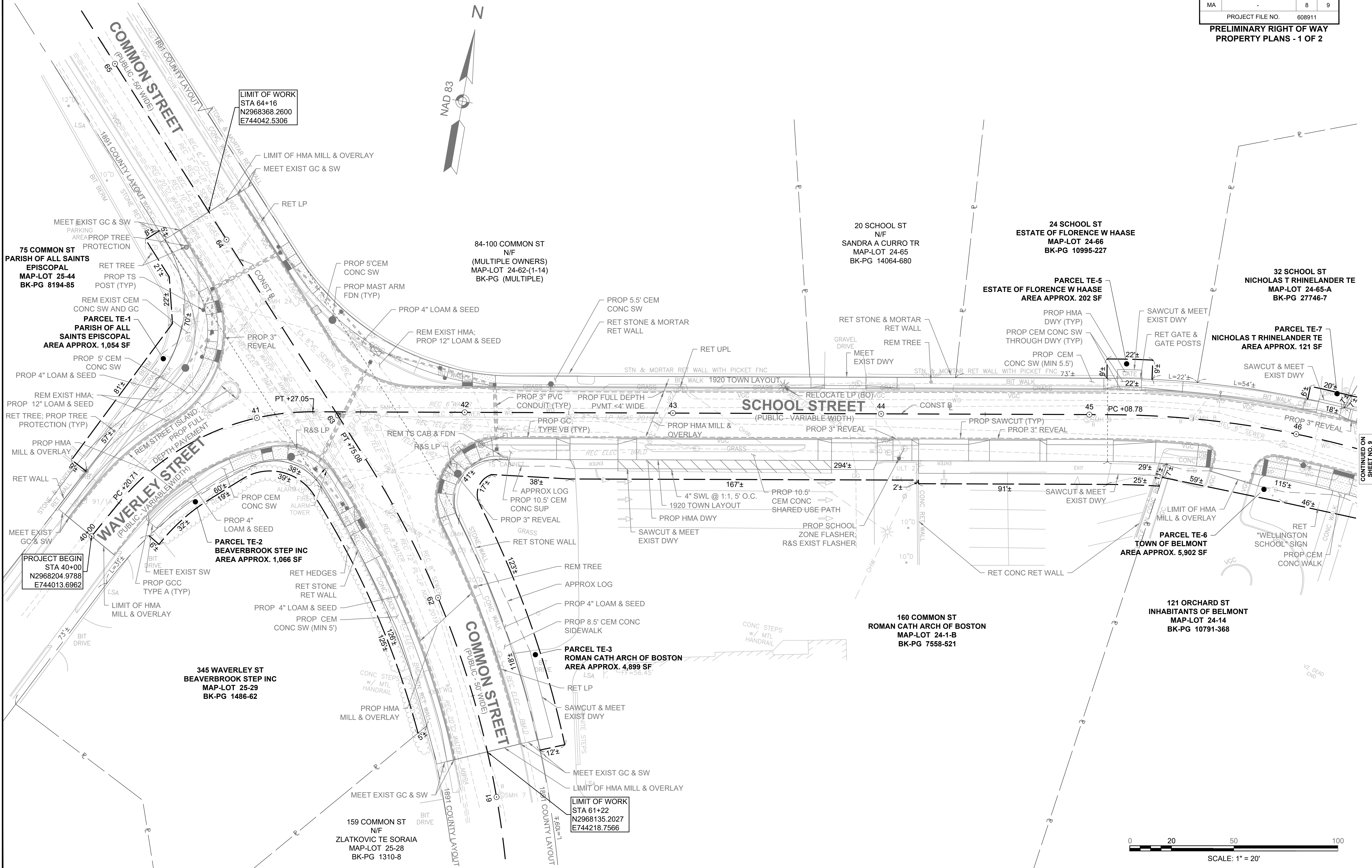
HIGHWAY ADMINISTRATOR DATE

PARCEL NO.	SHEET NO.	TITLE HOLDER	TITLE REFERENCE				AREA (+/-) SF						TOTAL PROPERTY AREA (S.F.)	FRONTAGE ON ROW PLAN (FT.)	PROPERTY ADDRESS	REMARKS	LAND RESTRICTION FROM THE DEED
			DEED BOOK	PAGE NO.	LLC NO.	CERT NO.	TAKEN		EASEMENT		TOTAL TAKEN	REMAINING					
							TOWN	STATE	TYPE	AREA							
TE-1	8	PARISH OF ALL SAINTS EPISCOPAL	8194	85					TEMP	1,054				420	75 COMMON STREET	FOR SITE GRADING (MAX 10:1), SIDEWALK RECONSTRUCTION, TEMP TREE PROTECTION	
TE-2	8	BEAVERBROOK STEP INC	1486	62					TEMP	1,066				327	345 WAVERLEY STREET	FOR SIDEWALK RECONSTRUCTION, SITE GRADING (MAX 10:1)	
TE-3	8	ROMAN CATH ARCH OF BOSTON	7558	521					TEMP	4,899				590	160 COMMON STREET	FOR SITE GRADING (MAX 8:1), DRIVEWAY RECONSTRUCTION, SIDEWALK RECONSTRUCTION	
TE-5	8	ESTATE OF FLORENCE W HAASE	10995	227					TEMP	202				116	24 SCHOOL STREET	FOR DRIVEWAY RECONSTRUCTION, SIDEWALK RECONSTRUCTION	
TE-6	8,9	INHABITANTS OF BELMONT	10791	368					TEMP	5,902				504	121 ORCHARD STREET	FOR SITE GRADING (MAX 6:1), DRIVEWAY RECONSTRUCTION, WALKWAY RECONSTRUCTION, SIDEWALK RECONSTRUCTION, CURBING INSTALLATION, TEMP TREE PROTECTION	
TE-7	8,9	NICHOLAS T RHINELANDER TE	27746	7					TEMP	121				72	32 SCHOOL STREET	DRIVEWAY RECONSTRUCTION, SIDEWALK RECONSTRUCTION	
TE-8	9	INHABITANTS OF BELMONT	21	569					TEMP	1,203				152	320 CONCORD AVENUE	FOR SITE GRADING (MAX 6:1), TEMP TREE PROTECTION, SIDEWALK RECONSTRUCTION	
TE-9	9	CONSTANCE S ROCCO TE	18664	275					TEMP	521				55	50 SCHOOL STREET	FOR SITE GRADING (MAX 4:1), DRIVEWAY RECONSTRUCTION, WALKWAY RECONSTRUCTION, SIDEWALK RECONSTRUCTION	
PUE-1	9	PATRICIA J GARRITY	73501	306					PERM	122				128	54 SCHOOL STREET	FOR UTILITY POLE, GUY ANCHOR, OVERHEAD WIRE AERIAL TRESPASS	
TE-10	9	PATRICIA J GARRITY	73501	306					TEMP	614				128	54 SCHOOL STREET	FOR SITE GRADING (MAX 10:1), TREE TRIMMING, SIDEWALK RECONSTRUCTION	
TE-11	9	WILLIAM J EHMANN TE	15887	415					TEMP	583				104	64 SCHOOL STREET	FOR SITE GRADING (MAX 4:1), LANDSCAPING, DRIVEWAY RECONSTRUCTION, WALKWAY RECONSTRUCTION, SIDEWALK RECONSTRUCTION	
TE-12	9	TONY J COSTA TC	20858	311					TEMP	605				82	70 SCHOOL STREET	FOR SITE GRADING (MAX 8:1), DRIVEWAY RECONSTRUCTION, WALKWAY RECONSTRUCTION, SIDEWALK RECONSTRUCTION	

BELMONT
WELLINGTON ELEMENTARY SCHOOL SRTS

STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
MA	-	8	9
PROJECT FILE NO. 608911			

PRELIMINARY RIGHT OF WAY
PROPERTY PLANS - 1 OF 2

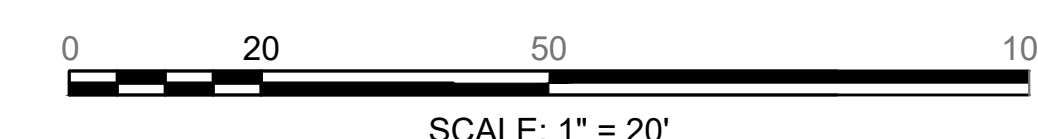
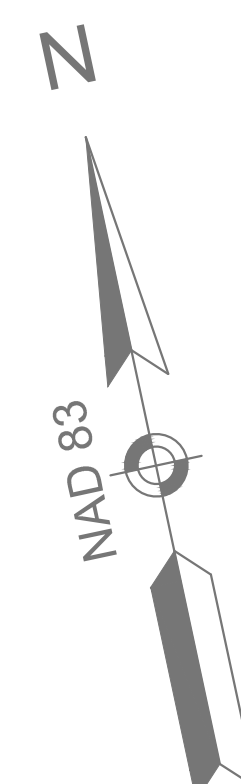
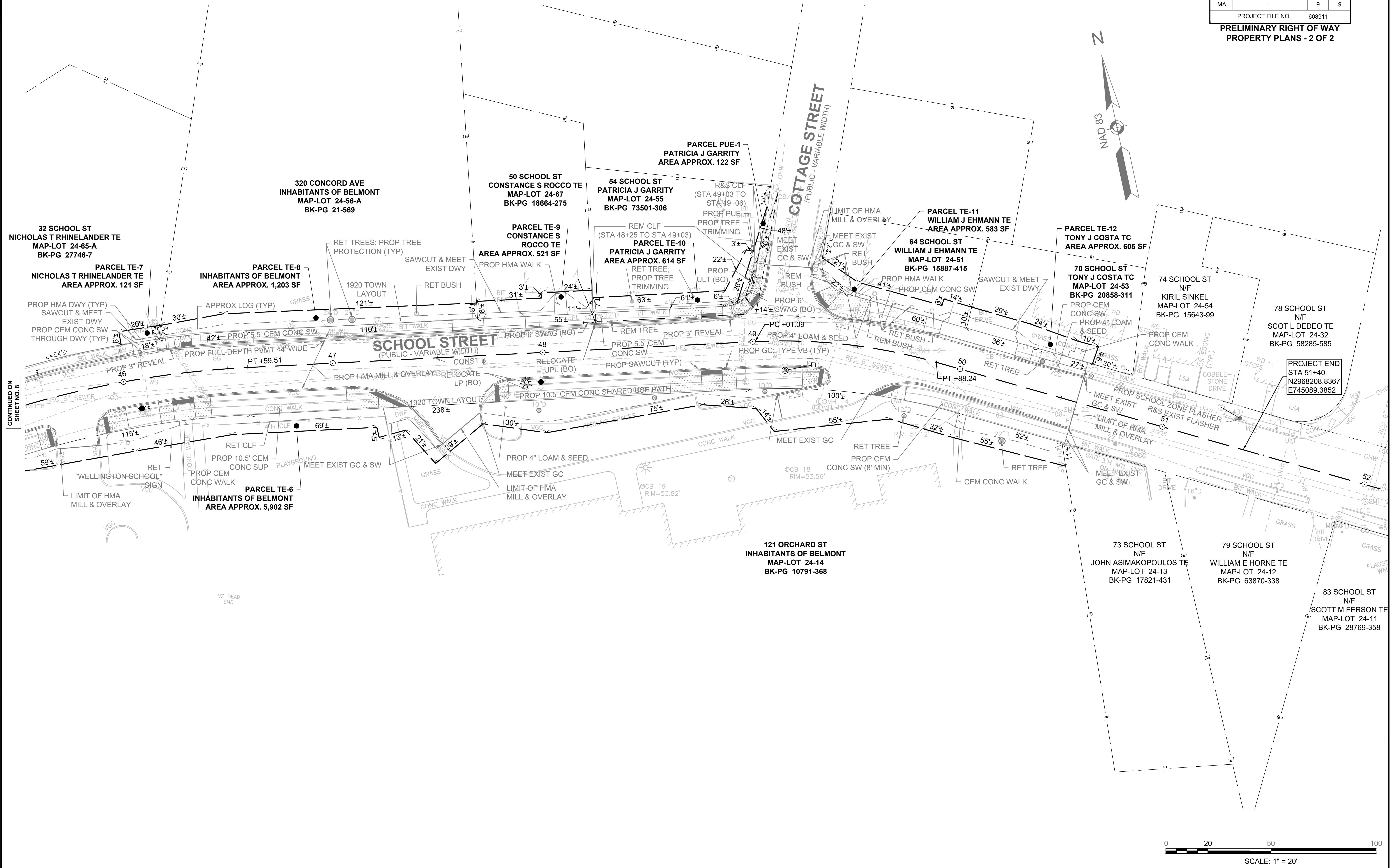


CONTINUED ON
SHEET NO. 9

BELMONT
WELLINGTON ELEMENTARY SCHOOL SRTS

STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
MA	-	9	9
PROJECT FILE NO.		608911	

PRELIMINARY RIGHT OF WAY
PROPERTY PLANS - 2 OF 2



SCALE: 1" = 20'

CONTINUED ON
SHEET NO. 8

**CPA FUNDING:
SPECIAL APPLICATION**

**PROJECT TITLE: PHASE TWO Emergency Rental Assistance
Program**

PROJECT LOCATION: Town of Belmont

CONTACT PERSON: Betsy Lipson and Rachel Heller

ORGANIZATION: Belmont Housing Trust

**MAILING ADDRESS: % Town of Belmont Community Development
Department**

SIGNATURE: 

DATE: August 25, 2020

CPA CATEGORY: Community Housing

AMOUNT REQUESTED: \$100,000

TOTAL PROJECT COST: \$100,000

SPECIAL APPLICATION

PHASE TWO EMERGENCY RENTAL ASSISTANCE PROGRAM

The Belmont Housing Trust is submitting a Special Application for Community Preservation funding in the amount of \$100,000 to continue the Emergency Rental Assistance Program that was funded using CPA funds approved by Town Meeting in June 2020.

According to the Community Preservation Act Plan, the Belmont Housing Trust meets the following project criteria to justify a Special Application for an Emergency Rental Assistance Program:

1. The Belmont Housing Trust was unaware of the opportunity to undertake the project prior to the deadline of the relevant application cycle. The COVID-19 pandemic and resulting unemployment that impacts household income and the ability to pay rent began in March 2020. Although we were able to repurpose previously awarded funds, we were not aware of the scale of the need for additional funding.
2. The project is supported by the Belmont Housing Trust.
3. Failure to secure CPA funding will create a high likelihood that the project will not be able to be carried out to the benefit of the Town because the opportunity is of very short duration. The need for funding this program is immediate. Unemployment remains high, the federal enhanced unemployment benefits program ended July 31, 2020, the new unemployment benefit program has not yet been implemented, and the eviction moratorium is scheduled to end in mid-October. Without this assistance, the housing stability of many renter households in Belmont may be in jeopardy.
4. CPA funding is essential to the success of the project. Belmont has no other state or federal resources to dedicate to a program to provide emergency rental assistance.
5. The Belmont Housing Production Plan states that 44% of renter households are cost-burdened. With the loss of employment due to the pandemic, many moderate-income renters have fewer resources to maintain their current housing.

GOALS:

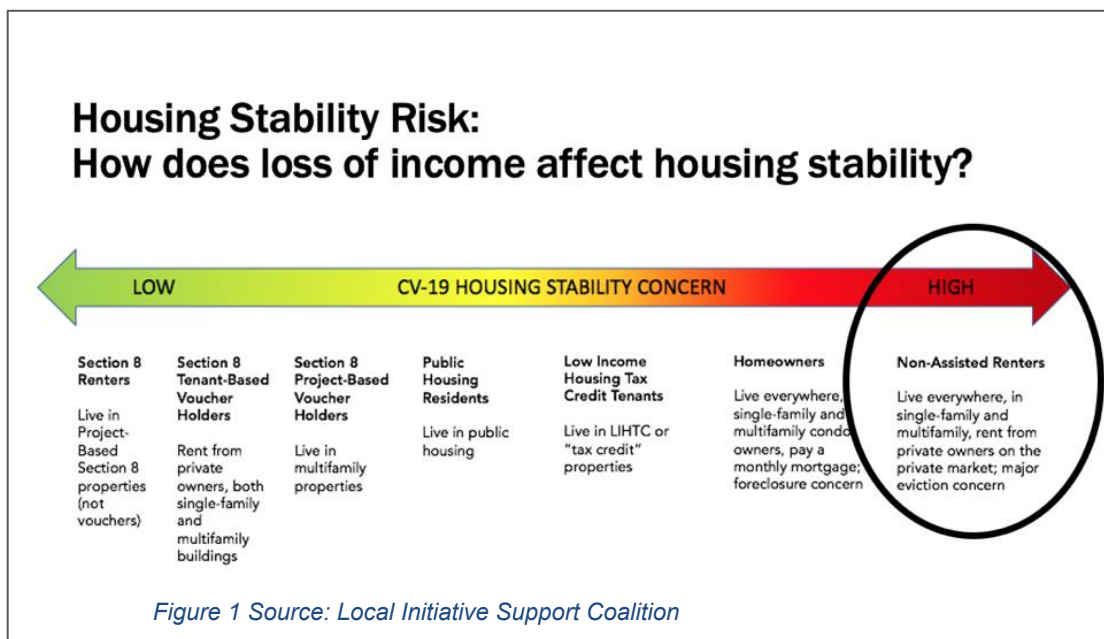
At Town Meeting in June, the Belmont Housing Trust proposed creating an emergency rental assistance program using CPA funding that will provide rental funds to 60-80 Belmont households that suffered a loss of income due to the pandemic. At the deadline for submitting applications for this first wave of the program on August 14, Metro West Collaborative Development (MWCD), our administrative agency, had received 69 applications. Most of the applications were from households with three or more members, and 60 of the 69 households were in 2- and 3-bedroom apartments. Although final eligibility for these households has not yet been determined, it is possible that the CPA funding of \$250,000 approved in June will not be adequate to fund all these applicants. Applications are still being received.

Because this program is accessed via an online application, households need internet access and the ability and know-how to scan and upload documentation. With additional funding for program continuation (Phase 2), we will hold a drive-up event to provide in-person assistance to applicants. MWCD also received additional applications after the deadline and has added these names to a waiting list. The requested additional funding of \$100,000 would provide temporary rental assistance for approximately another 25-30 households.

COMMUNITY NEED

Due to COVID-19, the number of those unemployed or with reduced incomes remains remarkably high. Since our program was launched, 60 other town or city emergency rental assistance programs have started, including ones nearby in Lexington, Sudbury, Newton and Arlington.

The Boston Metropolitan Area Planning Council reviewed early May unemployment claims for area communities to estimate housing assistance needs per community. For Belmont, the estimate was based on 978 unemployment claims. MAPC projected 195 households would need assistance.¹ A national housing support organization, the Local Initiative Support Coalition, reviewed national data on Covid-19's impact on household income by housing type and concluded that non-assisted renters in market rate housing are most at risk of housing instability during the pandemic (Figure 1). These are the renters being assisted by the Belmont program.



Reductions in income and job losses are putting significant financial stress on people living in market rate housing throughout the region. The Federal Reserve Bank of Boston estimated that 36% of renters in New England were at risk of not being able to make their rent payments,

¹ Estimated Housing Assistance Need After CARES Act Benefits End. Boston MAPC. Retrieved August 23, 2020. <https://mapc.github.io/HousingAssistanceMap/>

because of lost jobs or decreased income from the COVID-19 crisis. According to the 2018 Belmont Housing Production Plan, 36.5% of Belmont households are renters (approximately 3,500 households) and—at that time— 44% of all renter households were already cost burdened, paying over 30% of their incomes on rent. Belmont's Housing Production Plan further demonstrates that 705 renter households (51% of renters) with incomes below 80% AMI are considered severely cost burdened and paying more than 50% of their incomes on rent. Renter households with low incomes have less resources available to help them remain stable in their homes if they experience a reduction in their incomes or loss of their jobs.

Using CPA funds to establish a second round of emergency rental assistance will provide support to those households in Belmont in greatest need, helping ensure their housing stability. Phase 2 will expand the number of such households assisted. Now that the federal government's program for enhanced unemployment benefits has ended, many households find themselves in an even more precarious financial position, choosing which basic necessities they can afford. The Commonwealth has a moratorium on evictions but that is scheduled to end in mid-October.

It is unknown when business will return to normal and when we can expect unemployment to drop. An emergency rental assistance program can help people hold onto their homes during this time of uncertainty.

Using CPA funds to continue this program will help residents remain in their homes, ensuring their landlords can continue to pay their mortgages and local property taxes, supporting our local economy and the health of our community. A recent national review of these programs in an article from the Urban Institute: Housing Matters Initiative pointed out the need to serve low-income renters who live in single-family homes and the “mom and pop” landlords who tend to own them. Tenants in larger buildings may be easier to reach, and owners of these buildings may be better able to weather delayed or missed rental payments—at least in the short term. This seems especially relevant to Belmont, as so many rental units here are in single family and two-family buildings, not large apartment buildings. Evictions and possible foreclosures would be disruptive to our neighbors, our community, and our local economy.

COMMUNITY SUPPORT

There have been overwhelming signs of support for this program across town. At Spring Town Meeting, 87% of Town Meeting Members voted to approve the Housing Trust's expanded use of CPA funds. Once approved, a local business owner volunteered to make over 4,000 copies of the information flyer and letter to landlords, over 15 households helped with the bulk mailing, the Belmont Food Pantry distributed the information flyer to each client, and along with the Town, these organizations and individuals helped to promote the program: Belmont Library, Belmont Light, Belmont Chinese American Association, Belmont Religious Council, Belmont Council on Aging, Belmont schools, Belmont Against Racism, Belmont Helps, Senator Brownsberger, and Representative Rogers. In addition, the program was communicated through Belmont Citizen-Herald and multiple social media platforms.

Please see the Appendix for letters of support.

PROJECT DOCUMENTATION

The Phase Two Emergency Rental Assistance Program will follow the same guidelines that were previously established for the program funded at the June Town Meeting. Participation guidelines will restrict eligibility to Belmont renter households at or below 80% of Area Median Income (AMI) (see Program Parameters on p. 7 for AMI details). Applicants will be required to provide documentation on prior and current income, demonstrating loss due to the coronavirus pandemic. The program will cover about 50 percent of rent for three months and will pay landlords directly. Both eligible applicants and their landlords will be required to sign a participation agreement. Households living in public housing or having a Section 8, MRVP or other housing subsidy will not be eligible for participation, since these households are already entitled to rent reductions through those subsidy programs if income is reduced.

This emergency program will be administered by a local non-profit that will be responsible for accepting applications, determining eligibility, conducting a lottery if necessary, establishing a wait list, entering into agreements with the renter households and landlords, obtaining W-9s, disbursing monthly checks to the landlords, issuing 1099s to the landlords, and reporting to the funding source. Depending on the estimate of administrative fees for this new program, the current administrative agency, MWCD, may continue to run the program based on Town-approved procurement procedures that were followed for their initial selection.

TIMELINE

Once funding is approved at the September Town Meeting, the Belmont Housing Trust will market the program for two weeks. Successful marketing efforts that we intend to replicate include a prominent place on the Town website banner, the library website, and on-line flyer distribution to a variety of community groups including Belmont Helps, Belmont Religious Council, Belmont Against Racism, Human Right Commission, League of Women Voters, and social media platforms, to name a few. We will also request The Belmont School Department to email the flyer to their parent database, as this plus the landlord mailing were noted to be sources mentioned by applicants in the first round of funding. The deadline for applications for this round of funding will be mid-October. Depending on the date of Town Meeting and funding approval, rental assistance could begin as early as November 1.

CREDENTIALS

The Belmont Housing Trust successfully developed and marketed an emergency rental assistance program using \$250,000 in CPA funds. In four months, the Trust developed program parameters, received approvals from the Community Preservation Committee, the Warrant Committee, the Select Board and Town Meeting, procured an administrative agency, and ran a wide-spread marketing campaign. The administrative agency, MWCD, has managed similar rental assistance programs in Newton and Easton.

SUCCESS FACTORS

The additional CPA funding will provide temporary rental assistance to approximately 25-30 additional renter households in Belmont.

BUDGET (based on approximately 25-30 additional enrolled households)

Assistance payments estimate: \$80,000 - \$86,000 (80%-86%). The actual total will depend on the mix of apartment sizes of the enrolled households.

Administration estimate: \$11,000 - \$13,500 (11%-13.5%)

OTHER FUNDING

The Trust will continue to pursue local donors to support the program.

PHASE TWO EMERGENCY RENTAL ASSISTANCE PROGRAM PARAMETERS

ELIGIBILITY

The applicant must occupy a rental property in Belmont and have household income that is no greater than 80% AMI. Preference will be given to households at or below 60% AMI. The program will use current household income (i.e. wages, unemployment, pension, child support, etc.) to determine income eligibility as well as documentation on loss of income (termination of employment, reduction of hours, or furlough, etc.) due to COVID-19 circumstances to determine if a household qualifies for participation in the program. The applicant will also be asked to certify that they do not have access to other resources to cover the rent.

Household income limits are set by HUD for the Boston area and are based on family size, as follows:

	Household Size: 1	Household Size: 2	Household Size: 3	Household Size: 4	Household Size: 5	Household Size: 6
60% AMI	\$53,760	61,440	69,120	76,740	82,920	\$89,040
80% AMI	\$67,400	\$77,000	\$86,650	\$96,250	\$103,950	\$111,650

DURATION

Three months

Payments made directly to Landlord

MONTHLY PAYMENT

1-bedroom unit--\$950

2-bedroom unit--\$1155

3-bedroom unit--\$1440

These amounts are based on 50% of the HUD Belmont Fair Market Rent for Section 8, by bedroom size.

MARKETING

An intense marketing campaign will last for two weeks and include a drive-up application assistance event. Successful marketing efforts that we intend to replicate include a prominent place on the Town website banner, the library website, and on-line flyer distribution to a variety of community groups including Belmont Helps, Belmont Religious Council, Belmont Against Racism, Human Right Commission, League of Women Voters, and social media platforms, to name a few. We will also request The Belmont School Department email the flyer to their parent database, as this plus the landlord mailing were noted to be sources mentioned by applicants in the first round of funding.

FUNDING

The Emergency Rental Assistance Program Phase Two will be funded by the \$100,000 CPA grant. Private fund-raising efforts will also be undertaken.

LOTTERY

The lottery will be held approximately two weeks after the start of the marketing campaign.

BUDGET (based on approximately 25-30 enrolled households)

Assistance payments estimate: \$80,000 - \$86,000 (80%-86%). The actual total will depend on the mix of apartment sizes of the enrolled households.

Administration estimate: \$11,000 - \$13,500 (11%-13.5%)

APPENDIX

Letters of Support

Amy Kirsch, 8 Jason Rd, Belmont MA 02478
8/22/20

Hello CPA grantors,

My name is Amy Kirsch and I'm the founder and lead chair of Belmont Helps. Since March 14, Belmont Helps has been working to help the whole town with Covid-19 needs. What began as a place to share resources quickly sprouted into a more dynamic system matching volunteers and supporting groceries, meals and food needs as we learned more about the individuals and families asking for help.

More and more we received requests to help others financially and with rent, and although we are happy to help with grocery purchases and food needs, we have limited funding and did not have the capability to help with rent. Belmont helps is happy to connect to area resources and have been consistently sharing information about the housing trust rental assistance to those requesting more financial assistance. I couldn't imagine not having a place to point all those needing this backing, as there are more in town that have lost income due to Covid-19. Not just loss of jobs, but loss of businesses. More people need help than we ever imagined, and as a community we need to be able to assist them.

Belmont Helps experience of residents' needs is consistent with the high number of households that have requested rent assistance. Please accept this letter of support for the Belmont Housing Trust Emergency Rental Assistance Fund from Belmont Helps. It is a great need and fills a deep void.

Best & healthy wishes,

Amy Kirsch
Lead Chair
Belmont Helps
belmonthelps.org
belmonthelps@gmail.com
617-306-9279

Belmont Against Racism, Inc.

P.O. Box 649

Belmont, MA 02478

www.belmontagainstracism.org

belmontagainstracism@gmail.com

August 23, 2020

Dear Community Preservation Committee Members,

I am writing on behalf of the Board of Directors of Belmont Against Racism in support additional funding for rental assistance in Belmont. BAR supported the Spring Town Meeting's decision to expand the Housing Trust's use of previously awarded grant funds and BAR supports this Trust grant application for additional funds for the emergency rental assistance program.

As of this writing, Massachusetts has the highest unemployment rate in the country, putting many people at risk of losing their current housing. The federal unemployment from the Cares Act has ended, eliminating additional funding for households. The pandemic has worsened health and wealth disparities, and unfortunately the federal government assistance was, for many people, too little and too brief.

We thank the Committee and Town Meeting for their approval of expanding the authorized use of the Housing Trust's 2018 CPA grant of \$250,000 that enabled the establishment of the rental assistance program. We understand that 100 people inquired about rental assistance and that we have more residents in need than was provided by this first program.

We also understand that those who have applied for this assistance represent diverse groups in the town. Diversity in our community adds to its vibrancy. Providing rental assistance shows our commitment as a community to be inclusive and support residents regardless of their race, ethnicity, physical or mental ability or income. Helping all residents feel safe and stable in their homes is what makes our community strong. Providing assistance for renters also helps landlords by keeping current tenants in place and providing the income they need to pay their mortgages and other bills.

Belmont Against Racism encourages the CPC to approve additional funding to help these vulnerable tenants who have been disproportionately affected by the economic consequences of this pandemic.

Sincerely,



Kathryn Bonfiglio, President, and The Board of Director of Belmont Against Racism


Community Preservation Committee Town of Belmont

CPA Funding – Final Application

Ten copies of the completed Final Application must be submitted to the following address by no later than 7:00 pm on Monday, November 30, 2020:

Community Preservation Committee
c/o Floyd S. Carman, Treasurer
Town of Belmont
PO Box 56
Belmont, MA 02478

*Unless an applicant can demonstrate that a significant opportunity would otherwise be lost, final applications will not be accepted after the submission deadline. In order for the CPC to consider a project proposal that cannot adhere to the deadlines as outlined in the **Standard Application Process**, the project must meet the additional selection criteria as outlined in the **Special Application Process**.*

Project Title Belmont Police Station Restoration & Expansion
Project Location 460 Concord Ave. Belmont, MA 02478
Applicant/Contact Person Anthony Ferrante
Organization DPW / BPD Building Committee
Mailing Address 15 Westlund Road Belmont, MA 02478
Telephone 617-359-9289 E-mail aafbelmont@verizon.net
Signature  Date August 21, 2020

CPA Category (check all that apply):

- | | |
|--|---|
| <input type="checkbox"/> Community Housing | <input checked="" type="checkbox"/> Historic Preservation |
| <input type="checkbox"/> Open Space | <input type="checkbox"/> Recreation |

Amount Requested \$100,000.00

Total Project Cost \$8,349,712.32

The CPC will review the Final Applications. Applicants will be contacted if additional information or an interview is required. The CPC may also request to visit the site of the proposed project. Applicants will be notified by mid-January whether the CPC plans to recommend their project at the next Annual Town Meeting.

PROJECT DESCRIPTION

This application is for CPA funding to provide much-needed improvements to the deteriorating historically significant front steps of the Police Station at the Town Complex. The project is sponsored by the DPW/BPD Building Committee and supported by the Belmont Historic District Commission. The application is for \$100,000 and consists of wide-ranging repairs to the exterior masonry and stonework, entry steps, and related items. The CPA funds for this project will augment previous CPA funds for restoration of the building as well as the capital project funds approved by Town Meeting for new additions to the existing building. Together, these funds will finally bring the Police Department a much-needed long-range solution to meet department needs including state and federal mandated standards and codes.

Goals

Project Goals

As a significant historic building within Belmont's historic town complex, and adjacent to Belmont's Pleasant Street Historic District, the 1930 Georgian Style Police Station contributes to the overall character of the town. The current restoration / renovation project that is underway will greatly improve and preserve this important structure for decades to come.

The existing historic police station steps have been neglected for decades with only minor repairs put in place multiple times. Each time a repair has been completed, it would fail again within a few short years and have to be re-done yet again. In January 2019, the Community Preservation Committee approved funds for the historic restoration of a good portion of this facility. These funds were further approved at Town Meeting. That set of funds held some dollars for cosmetic repair to the front steps of the facility. The Scope of Work did NOT include funds for repairing underlying structural conditions since at the time they were not well known. Further, as this was an active police station during the time of 2018 / 2019 applications, exploratory non-destructive demolition could not be accommodated for safety reasons and because no contractor was on board. This limited everyone's understanding of possible extent of repairs and thus of the initial funding request.

With this supplement to the original CPA application and funding, much needed repairs include stair masonry and stonework will take place, as this work can now be performed safely and in concert with the rest of the contractors working on the project. Underlying structural conditions will safely be uncovered allowing a more thorough understanding of why stone is cracking, masonry is subsiding, and other related issues. The funds being applied for now will be used toward repair of these underlying conditions and allow the steps to be re-built in a way that resolves unforeseen conditions leading to their long-term durability.

The project to upgrade the exterior steps of the historic building is supported by the DPW/BPD Building Committee and the Historic District Commission.

Background

The historic police station is currently undergoing construction for major additions and related improvements to the building to assist in meeting the long-range needs of the Police Department. The general scope of the work

To be Submitted August 21, 2020

and budget for these capital improvements were approved by Town Meeting in May 2018. However, due to an abundance of caution to not undermine the front entrance of an operating police station, much needed upgrades of the existing historic exterior stair are not included in the budget approved by Town Meeting.

This Final Application will provide the funding for much-needed construction upgrades to the existing historic stair shown in the attached photos and design documents.

The CPC met last week to approve the special application process and per Elizabeth Harmer Dionne's instructions, we are submitting a final application under the special application process in order to meet tight deadlines.

We believe this project meets the special needs criteria since exploratory, non-destructive demolition could not occur on the main entrance to an operating police station, and there was not a contractor involved with the project at the time, since it was still in design and not construction. Further, time is of the essence because the project is scheduled for construction completion in late winter and for the best results of this work, these tasks should be undertaken now before cold weather sets in.

Following final funding, the design team will complete the documents as necessary and the contractor will perform the full extent of the repair / renovation work.

The historic Police Station, built in 1930, is part of the historic Belmont Town Complex. It is also adjacent to the Pleasant Street Historic District, listed on the National Register of Historic Places. The building is listed on the Massachusetts Inventory of Historic and Archaeological Assets of the Commonwealth. The MACRIS cover page and the 1982 Massachusetts Historical Commission Form B from the 1982 inventory are attached.

Historic Background

The design of the building, by famed Belmont architect H. Thaxter Underwood, is of Georgian Revival style with a prominent center entrance. The building was designed in a colonial residential style. Details of the brick façade include a gambrel slate roof with raking parapet end walls; double chimneys; limestone banding, panels and related details; a pedimented entry, fluted pilasters and columns; and double-hung windows.



The building is included in the Massachusetts Historical Commission's Cultural Resource Information System (MACRIS – the online database for historic resources in the Commonwealth) with an inventory form completed in 1982. Excerpts from the 1982 historic inventory include the following:

Architectural Significance

Reflecting a prevailing trend of the period, the 1930 brick police station was constructed in the Georgian Revival style replete with many of the details associated with that period. These features included: a gambrel roof with raking parapet end walls and double chimneys, limestone banding and panels beneath window, splayed brick lintels with limestone keystones, and a pedimented entry supported by a pair of fluted pilasters and columns on each side of the doorway.

In this instance, the Georgian Revival mode was not used to construct an imposing municipal edifice, but rather the station was built to resemble a colonial residence similar to many being constructed in Belmont at that time.

Historical Significance

The present police station was built in 1930 to replace the Town Hall basement as police headquarters. This new structure provided the police force with the added space which had greatly been needed.

Community Need

The CPA funds for this project are essential to the completion of the overall police station project. A permanent solution for the Police Department has been priority for the Capital Budget Committee since a master list of projects was generated in January 2000 when the Board of Selectmen convened all town boards and committees. Projects have been approved continuously since then, but the Police Department needs have been continuously delayed. A feasibility study was done in 2005 and updated in 2014 for the Financial Task Force. Long-term solutions for the police department needs were updated in 2014 for the Financial Task Force. The needs were high on a list created by the Capital Budget Committee around 2012 and echoed in the 2015 Financial Task Force report. The Major Capital Projects Working Group then advocated for the “Big Four” projects in 2016-17 with the Police Station taking a high priority along with the DPW facility. MCPWG succeeded in having a building committee appointed in the Fall of 2017 to address both the police station and DPW.

Community Support

Wide community support for the police project was evident in the near unanimous vote of Town Meeting in May, 2018 to endorse the plan presented by the building committee for an addition and renovation project. Citizens toured the building prior to Town Meeting and wrote letters of support in the local press. The Town values our police department and recognizes the obligation to provide both police personnel and the public with a safe, accessible, and welcoming police station that meets the needs of 21st century policing. Further, it became evident that the community wishes to keep the police station in the center of town, thus driving the decision of the building committee to renovate and add to the existing station rather than forming a plan to build a new one on another site.

Project Documentation

Attached are the drawings photographs of existing conditions and proposed recommendations for replacements and repairs prepared by The Galante Architecture Studio, Inc., architects for the project.

Timeline

August 21, 2020	Final CPA Application submitted
August 26, 2020	Final CPA Application approved
August 27 – 30 th	Final construction drawings prepared
September 2020	Masonry demolition and inspection of conditions
Sept – October 2020	Construction

Credentials

Department of Public Works/Belmont Police Department Building Committee

The Department of Public Works/Belmont Police Department (DPW/BPD) Building Committee members were appointed by Town Moderator Michael Widmer. Membership consists of nine members with significant experience in numerous town-wide building projects including law, historic preservation, architecture, engineering, neighborhood affairs, and town finances. The committee is chaired by Capital Budget Committee and Major Capital Projects Working Group Chair and former Selectman Anne Marie Mahoney.

Historic District Commission (HDC)

To be Submitted August 21, 2020

The Historic District Commission also acts as the Town's Historical Commission and is co-chaired by Tracy Marquis and Lisa Harrington. By law, the HDC is comprised of appointed professionals representing local historic districts, Belmont Historical Society, real estate, architecture, landscape architecture, historic preservation, and history disciplines.

Success Factors

The DPW/BPD Committee and Historic District Commission, co-sponsors of this CPA application, anticipate a project that will be carefully and efficiently managed and delivered on budget and on time. The design team is lead by The Galante Architecture Studio in Cambridge, carefully selected for their wide experience in both public and historic buildings. The Owner's Project Manager (OPM) is Daedalus Projects Inc. with almost thirty years' experience in public sector services managing and cost estimating.

Budget

The estimated budget for this portion of the project is Not to Exceed \$100,000.00

Other Funding

The goal of the funding plan is to construct a police station (as well as a DPW facility) without asking the voters for a debt exclusion. To this end, a plan was formed in cooperation with Floyd Carman, the Town Treasurer, and Patrice Garvin, the Town Administrator, to identify enough money to pay the bonds on a total debt of \$7.4. Funds being accessed to achieve this include: Capital Budget turnbacks, debt service on other projects and borrowing that will come off the books, and one-time Capital funds. In addition, the Building Committee has received from the Capital Budget Committee \$125,000 for DPW furnishings in FY20 and \$135,000 for Police station furnishings in FY21. Further, the Committee received a grant in the amount of \$100,000 for Police station lockers from the Belmont Savings Bank Foundation. Also, the Mugar family and other private donors have contributed toward renovation of the kitchen, a task not included in the original design and bid. Finally, operating funds from both the DPW and Police Departments have been used for various equipment in both facilities.

Town Properties

According to the Assessor's Office database, the existing police station is owned by Inhabitants of Belmont.

Private Entity as Project Sponsor

Not applicable

Maintenance

The stairs will require ongoing, routine maintenance. Successful completion of structural repairs and overall refurbishing of the stairs should reduce those costs

Impact on Town Budget

There should be no impact on the Town budget beyond what would be expected in additional operating expenses for an expanded building. However, energy efficiencies should mitigate the additional operating expense. If anything, using CPA money to refurbish the exterior of the historic portion of the building will actually save Town money. Should the CPA not fund our request for historic preservation funds the necessary work on the steps does not disappear. The work would have to be funded in increments by the annual Capital Budget.

To be Submitted August 21, 2020

It should also be pointed out that if the work is not done now, as part of the current construction project, the Town can expect to pay more due to mobilization and equipment charges, but also due to a need to undo and any work planning to be put in place now as part of this current construction project.

ADDITIONAL INFORMATION

1. Control of Site

The site is owned by the Town of Belmont

2. Deed Restrictions and other Protections

We are not aware of any deed restrictions or other protections

3. Acquisition

The Police Station is owned by the Town of Belmont. No additional acquisition is needed or required.

4. Feasibility

The project is expected to proceed in a normal design and construction schedule. The Office of Community Development is facilitating applications to the Planning Board and Zoning Board of Appeals related to issues of height, number of stories, landscaping, etc.; and, a variance from the Disability Access Commission was obtained to retain the existing side entry to the building as the accessible entry.

This work is quite feasible since it will be performed by masons and other contractors currently on site who are currently focused on renovations to this area.

5. Hazardous Materials

There are no known hazardous materials associated with the stairs. There were hazardous materials discovered on previous portions of the site and they have been abated and removed. If they are encountered here, funds from the Warrant Committee transfer and any remaining contingency are a possible sources of funding.

6. Permitting, Review and Approvals

There was a review of the construction documents by the office of Community Development prior to invitation to bids. This review included compliance of the project with the Stormwater and erosion control By-Law, Building code and zoning. Since this is an ongoing project the building permit has already been obtained. We will review the scope of work with the Building Commissioner to determine if any modifications to the permit will be required.

7. Environmental Concerns

There are no apparent environmental concerns for this CPA project.

To be Submitted August 21, 2020

8. Professional Standards

Qualifications of the sponsors of this application, as well as those of the design and project management teams, are discussed above.

Work on the exterior of the historic Police Station exterior will be guided by the Secretary of Interior Standards for the Treatment of Historic Properties. The Secretary's Standards are the benchmark for preservation practice in the United States and are used by state historic preservation offices (SHPO) including the Massachusetts Historical Commission as well as local historical commissions including Belmont's Historic District Commission, as the framework for evaluating proposed projects on historic properties.

9. Further Attachments

Attachment A: Design team drawings, photos, schedules of the proposed improvements to the historic police station.

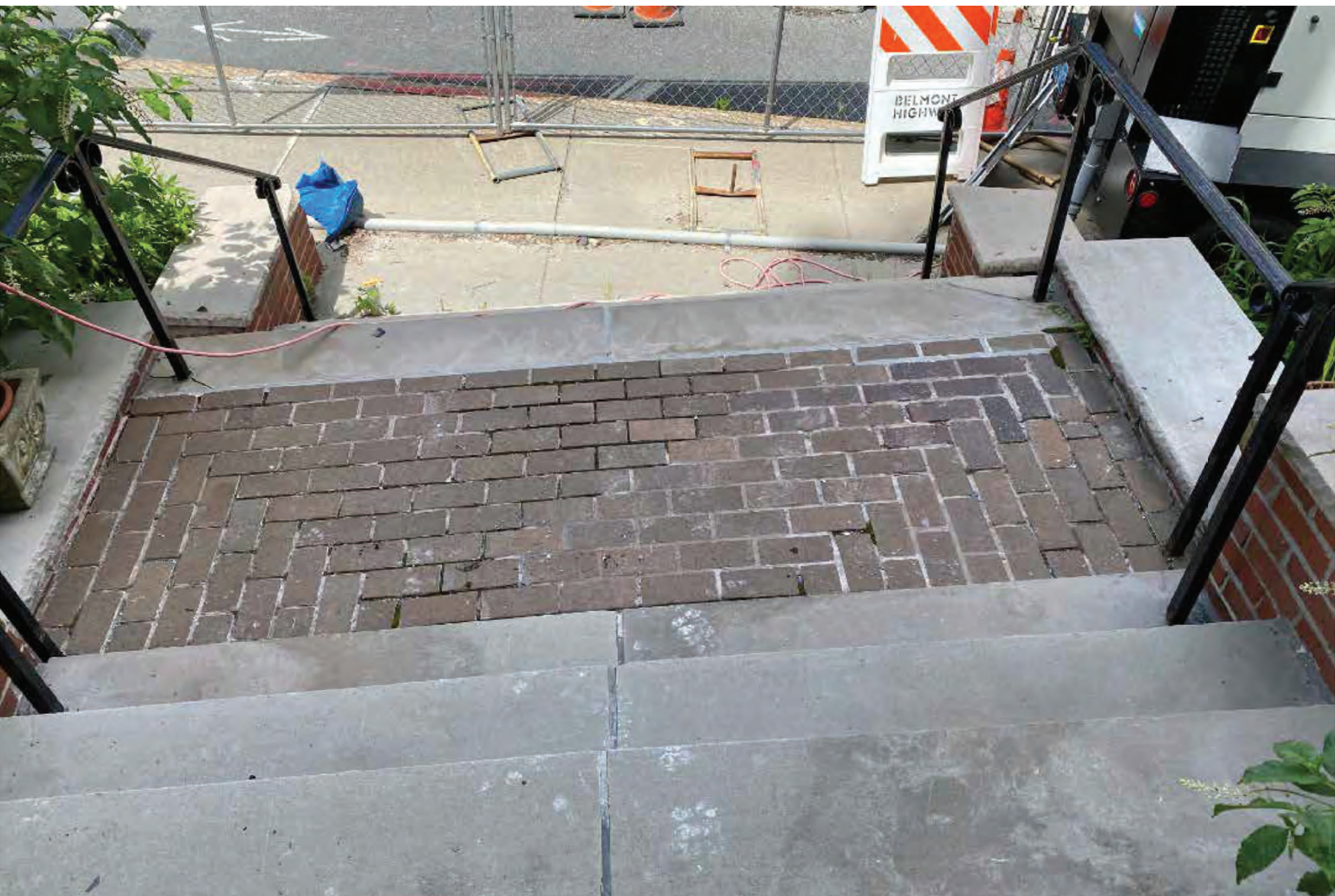
Attachment B: The Massachusetts Historical Commission's Cultural Resource Information System Inventory Form, completed in 1982 for the historic Police Station.

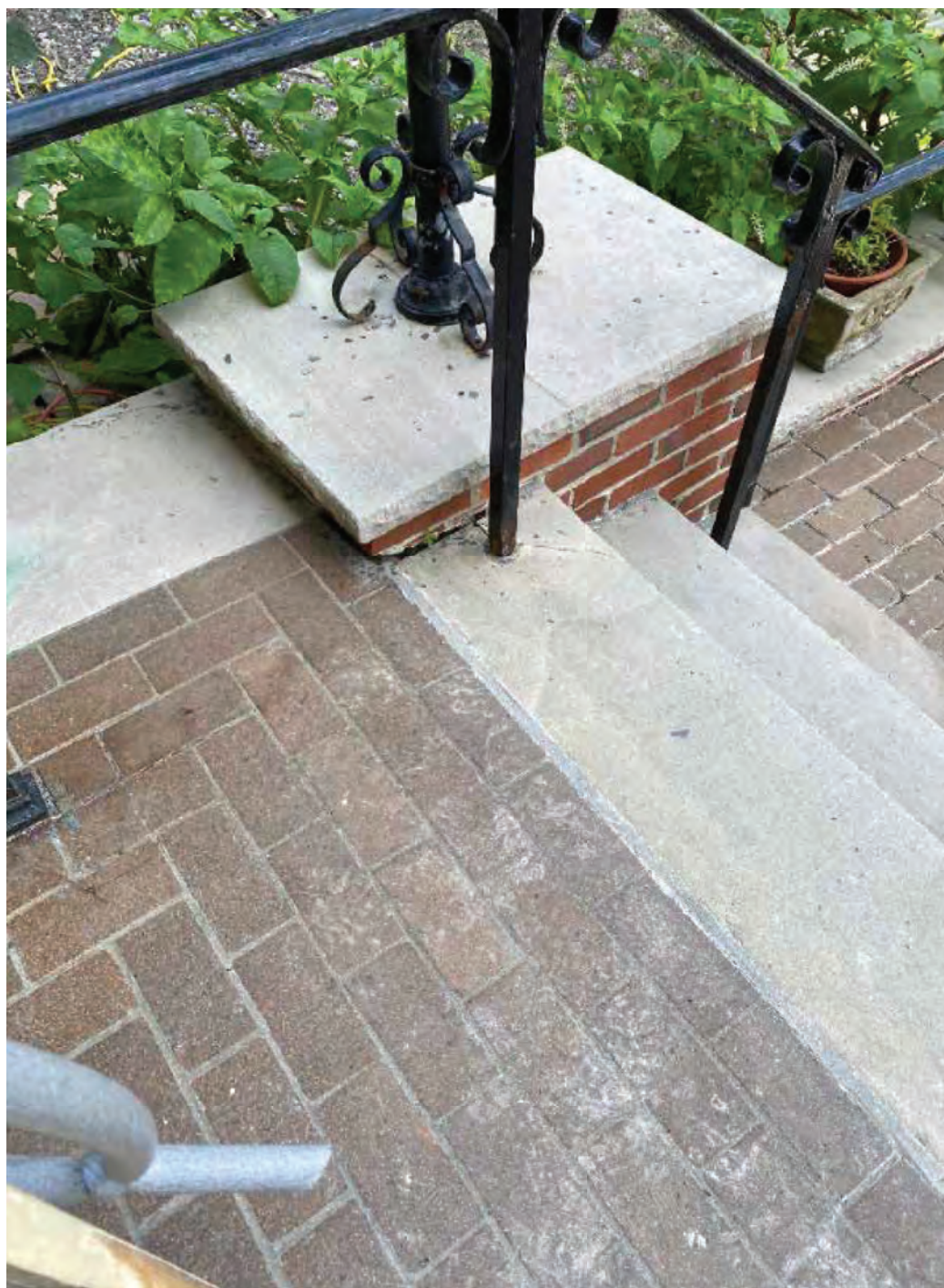
Attachment C: Letters of Support





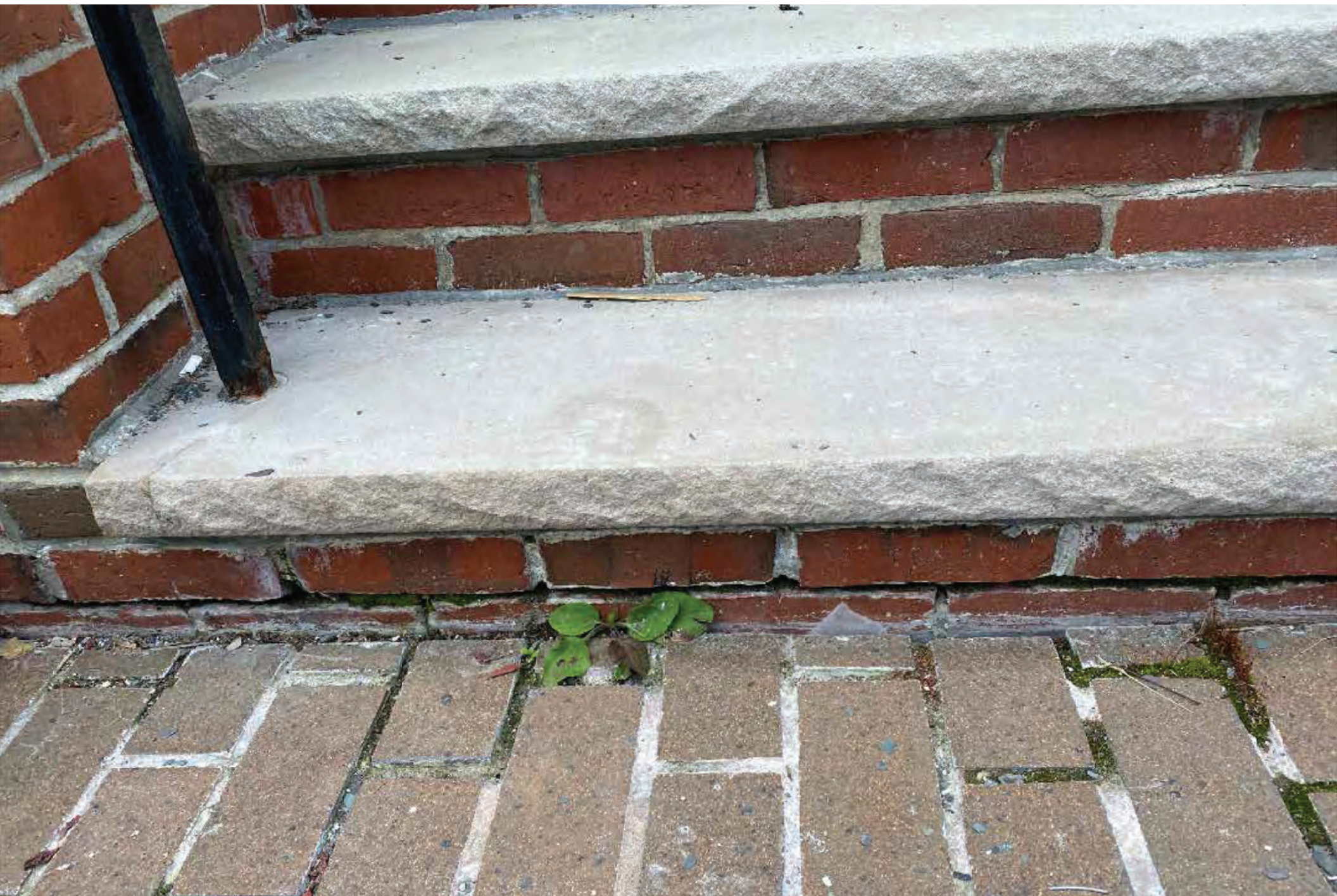




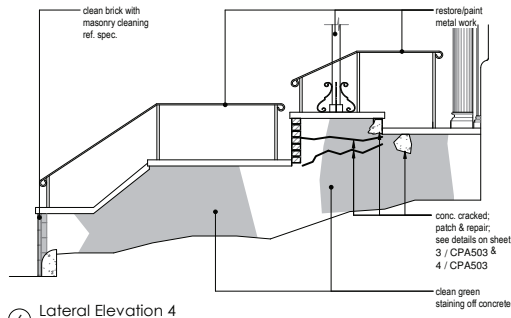




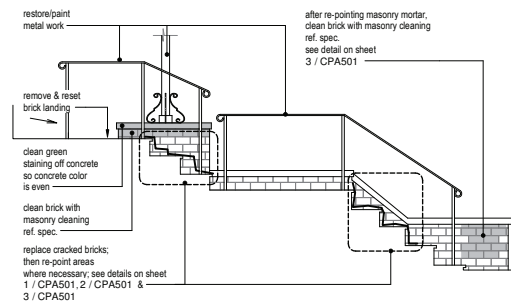




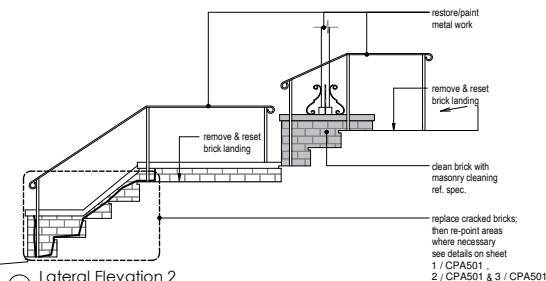




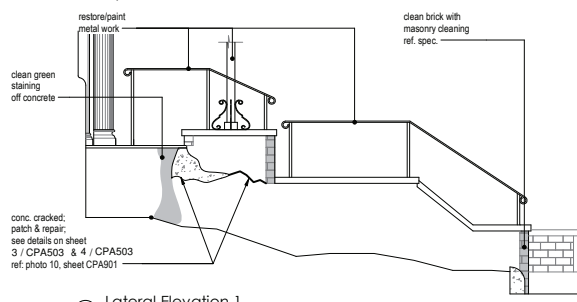
6 Lateral Elevation 4
1/2" = 1'-0"



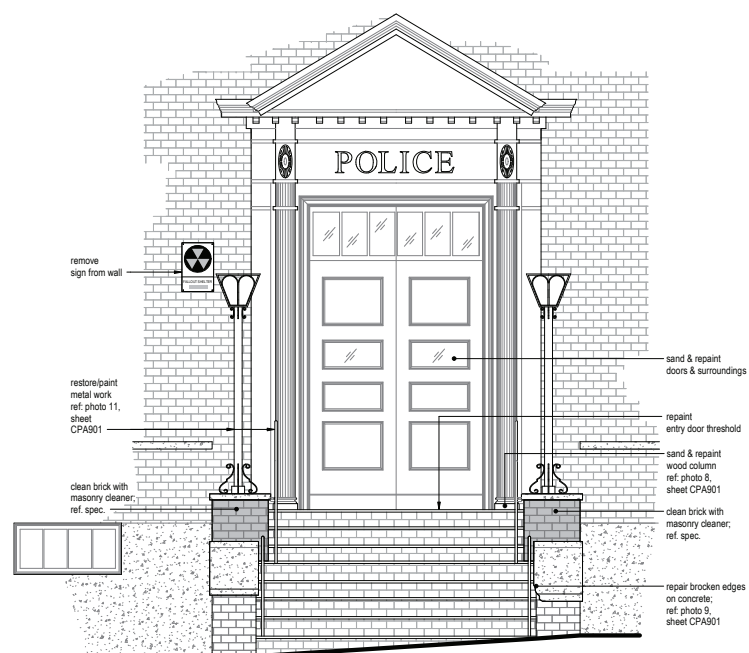
5 Lateral Elevation 3
1/2" = 1'-0"



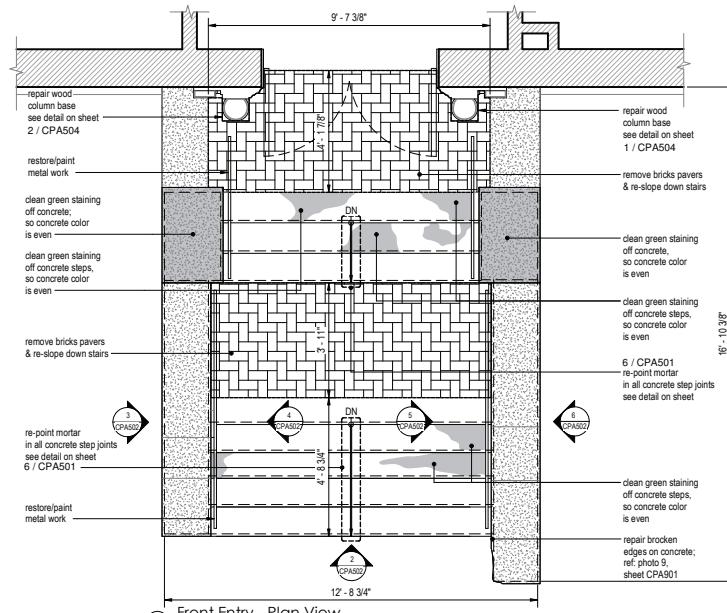
4 Lateral Elevation 2
1/2" = 1'-0"



3 Lateral Elevation 1
1/2" = 1'-0"



2 Front Entry - Elevation
1/2" = 1'-0"



1 Front Entry - Plan View
1/2" = 1'-0"

Notes:

General Notes:

1. Floor plan is provided for coordination purpose only.
2. Ref. to non-CPA dwgs for additional scope.
3. Gutter to be capped; to remain for appearance only; slate roof to drain onto new roof.
4. All removed items to remain property of town.

Restoration Notes:

Masonry Work:

5. Restoration, cleaning & repair work must be done to the following reference standards:
Secretary of Interior's Standards for the Treatment of Historic Properties.
6. Contractor to clean new & existing to remain masonry/stonework with the least invasive method possible, such as low pressure water and detergents, using natural bristle brushes.
7. Cleaning entire masonry surfaces with the gentlest method possible, such as low pressure water and detergents, using natural rifle brushes.
8. Report areas where necessary;
new mortar shall match existing historic mortar.

Wood Work:

9. Contractor to re-create identical design before removal and repairing of wood work and submit formal template to architect for approval before construction.
10. Contractor to replace in kind extensively deteriorated or missing of wood features when there are surviving prototypes such as brackets, molding, or sections of siding. New work should match the old in material, design, color, and texture.
11. Contractor to remove damaged or deteriorated paint to the next sound layer using the gentlest method possible (handscraping and hand sanding), then repainting.
12. Contractor to repair wood features by patching, piecing-in, otherwise reinforcing the wood using recognized preservation methods.

Architectural Metals Work:

13. Contractor shall clean architectural metals, when appropriate, to remove corrosion prior to repainting or applying other appropriate protective coatings.
14. Contractor shall identify the particular type of metal prior to any cleaning procedure and then testing to assure that the gentlest cleaning method possible is selected or determining that cleaning is inappropriate for the particular metal.
15. Contractor shall use the gentlest cleaning methods for cast iron, wrought iron, and steel -hard metals-in order to remove paint buildup and corrosion. If handscraping and wire brushing have proven ineffective, low pressure grit blasting may be used as long as it does not abrade or damage the surface.
16. Contractor shall re-paint with colors that are appropriate to the historic building or district.

Roof Work:

17. When replacing deteriorated or missing parts of roof such as slate the new work should match the old in material, design, color, and texture.
18. Contractor will absorb cost of non-damaged slates damaged during replacement and cleaning process.

TGAS

THE GALANTE

ARCHITECTURE

STUDIO INC

146 MT ALBURN ST CAMBRIDGE, MA 02138

6 1 7 5 7 6 2 5 0 0

WWW.GALANTEARCHITECTURE.COM

Project Number
1809.00
Project Title
Belmont Police Station
Historic Preservation

460 Concord Ave,
Belmont, MA 02478

Drawing Title
CPA - Repair
Details

Date/Issued For
03.22.2019

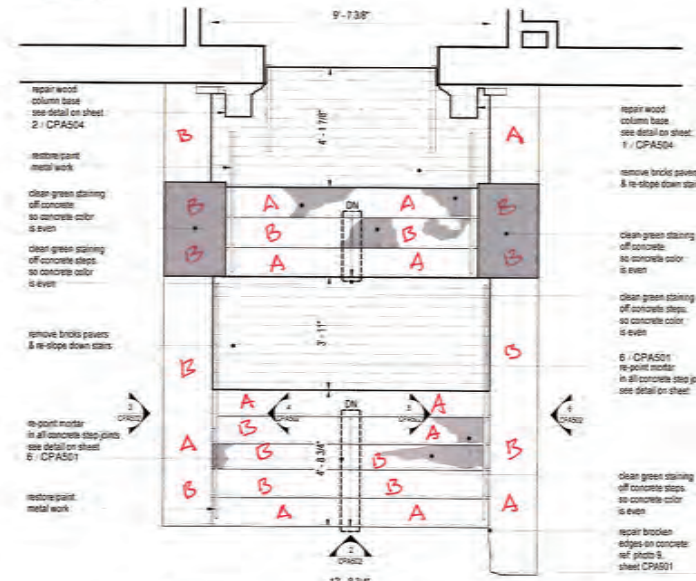
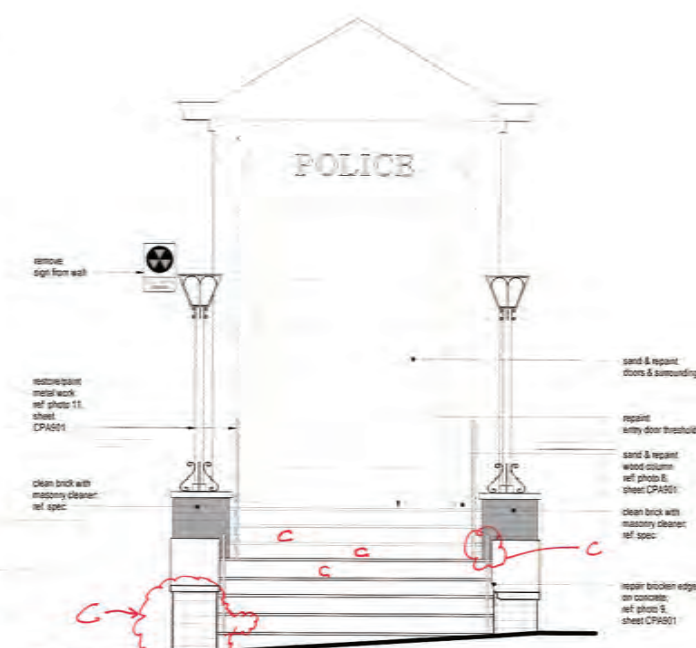
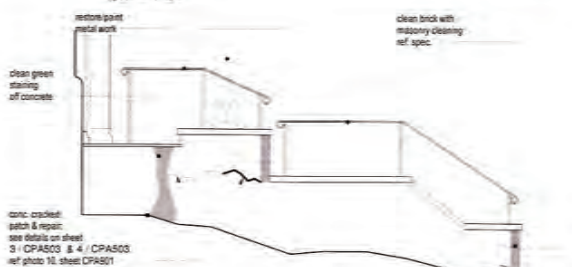
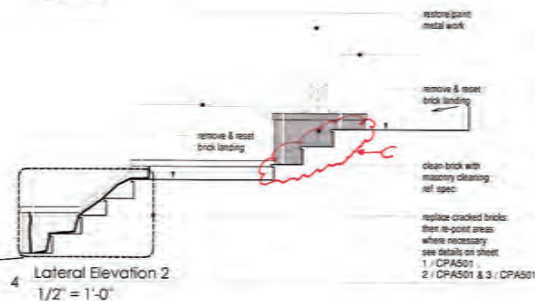
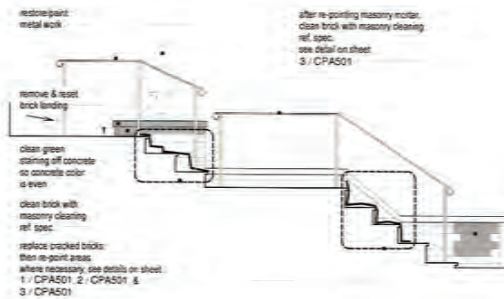
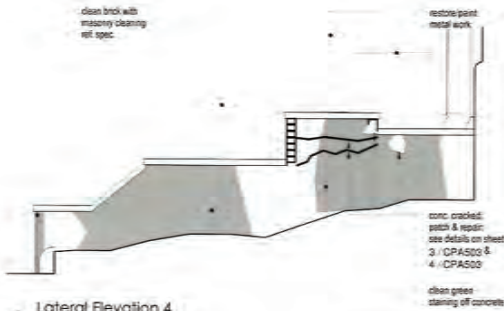
100 % CD

NOT FOR
CONSTRUCTION

Scale
1/2" = 1'-0"

Drawn By
AD

Drawing Number
CPA502



Notes:

General Notes:

1. Floor plan is provided for coordination purposes only.
2. Ref. to non-CPA sheets for additional notes.
3. Gutter to be capped to remain for appearance only; slate roof to drain onto new roof.
4. All removed items to remain property of owner.

Restoration Notes:

Masonry Work:

5. Restoration cleaning & repair work must be done to the following reference standards: Secretary of Interior's Standards for the Treatment of Historic Properties.
6. Contractor to clean new & existing to remain masonry/stonework with the least invasive method possible, such as low pressure water and detergents, using natural bristle brushes.
7. Cleaning entire masonry surfaces with the gentlest method possible, such as low pressure water and detergents, using natural bristle brushes.
8. Repoint areas where necessary; new mortar shall match existing historic mortar.

Wood Work:

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15. Contractor shall use the gentlest cleaning methods for cast iron, wrought iron, and steel—hard metals—in order to remove paint buildup and corrosion. If hand scraping and wire brushing have proven ineffective, the pressure grit blasting may be used as long as it does not abrade or damage the surface.
16. Contractor shall re-paint with colors that are appropriate to the historic building or district.

Roof Work:

17. When replacing deteriorated or missing parts of roof such as slate the new work should match the old in material, design, color, and texture.
18. Contractor will absorb cost of non-damaged slates damaged during replacement and cleaning process.

- A = REPLACE CRACKED STONES WITH MATCHING
- B = REPLACE AGED STONES w/ MATCHING
- B₁ = ALTERNATE TO RE-USE & RELOCATE AGED STONES
- C = REPLACE CRACKED BRICK & RE-POINT AREAS WHERE NECESSARY

TGAS
THE GALANTE
ARCHITECTURE
STUDIO INC

145 MT ALBURN ST CAMBRIDGE, MA 02138

617 576 2500

WWW.GALANTEARCHITECTURE.COM

Project Number
1809.00
Project Title
Belmont Police Station
Historic Preservation

460 Concord Ave.
Belmont, MA 02478

Drawing Title
CPA - Repair
Details

Date/Issued For
03.22.2019

100% CD

NOT FOR
CONSTRUCTION

Scale
1/2" = 1'-0"

Drawn By
AD

Drawing Number

CPA502
S.K.A. OR

Massachusetts Cultural Resource Information System

Scanned Record Cover Page

Inventory No:	BLM.127
Historic Name:	Belmont Police Station
Common Name:	
Address:	460 Concord Ave
City/Town:	Belmont
Village/Neighborhood:	
Local No:	31-11
Year Constructed:	1930
Architect(s):	Underwood, H. Thaxter
Architectural Style(s):	Colonial Revival
Use(s):	Police Station
Significance:	Architecture; Politics Government
Area(s):	BLM.AT: Belmont Center
Designation(s):	
Building Materials(s):	Roof: Slate Wall: Brick; Limestone; Wood Foundation: Concrete Unspecified



The Massachusetts Historical Commission (MHC) has converted this paper record to digital format as part of ongoing projects to scan records of the Inventory of Historic Assets of the Commonwealth and National Register of Historic Places nominations for Massachusetts. Efforts are ongoing and not all inventory or National Register records related to this resource may be available in digital format at this time.

The MACRIS database and scanned files are highly dynamic; new information is added daily and both database records and related scanned files may be updated as new information is incorporated into MHC files. Users should note that there may be a considerable lag time between the receipt of new or updated records by MHC and the appearance of related information in MACRIS. Users should also note that not all source materials for the MACRIS database are made available as scanned images. Users may consult the records, files and maps available in MHC's public research area at its offices at the State Archives Building, 220 Morrissey Boulevard, Boston, open M-F, 9-5.

Users of this digital material acknowledge that they have read and understood the MACRIS Information and Disclaimer (<http://mhc-macris.net/macrisdisclaimer.htm>)

Data available via the MACRIS web interface, and associated scanned files are for information purposes only. THE ACT OF CHECKING THIS DATABASE AND ASSOCIATED SCANNED FILES DOES NOT SUBSTITUTE FOR COMPLIANCE WITH APPLICABLE LOCAL, STATE OR FEDERAL LAWS AND REGULATIONS. IF YOU ARE REPRESENTING A DEVELOPER AND/OR A PROPOSED PROJECT THAT WILL REQUIRE A PERMIT, LICENSE OR FUNDING FROM ANY STATE OR FEDERAL AGENCY YOU MUST SUBMIT A PROJECT NOTIFICATION FORM TO MHC FOR MHC'S REVIEW AND COMMENT. You can obtain a copy of a PNF through the MHC web site (www.sec.state.ma.us/mhc) under the subject heading "MHC Forms."

Commonwealth of Massachusetts
Massachusetts Historical Commission
220 Morrissey Boulevard, Boston, Massachusetts 02125
www.sec.state.ma.us/mhc

This file was accessed on: Friday, June 29, 2018 at 2:02: PM

FORM B - BUILDING

MASSACHUSETTS HISTORICAL COMMISSION



#127
PLM, 127

AREA <u>T²</u>	FORM NO. <u>31-11</u>
------------------------------	--------------------------

AT

Belmont

Address 460 Concord Avenue

Historic Name Police Station

Present Police Station

Original Police Station

DESCRIPTION:

1930

Source Belmont Building Department.

Style Georgian Revival

Architect H.T. Underwood

Exterior wall fabric Brick

Outbuildings

Major alterations (with dates)

Moved _____ Date _____

Approx. acreage _____

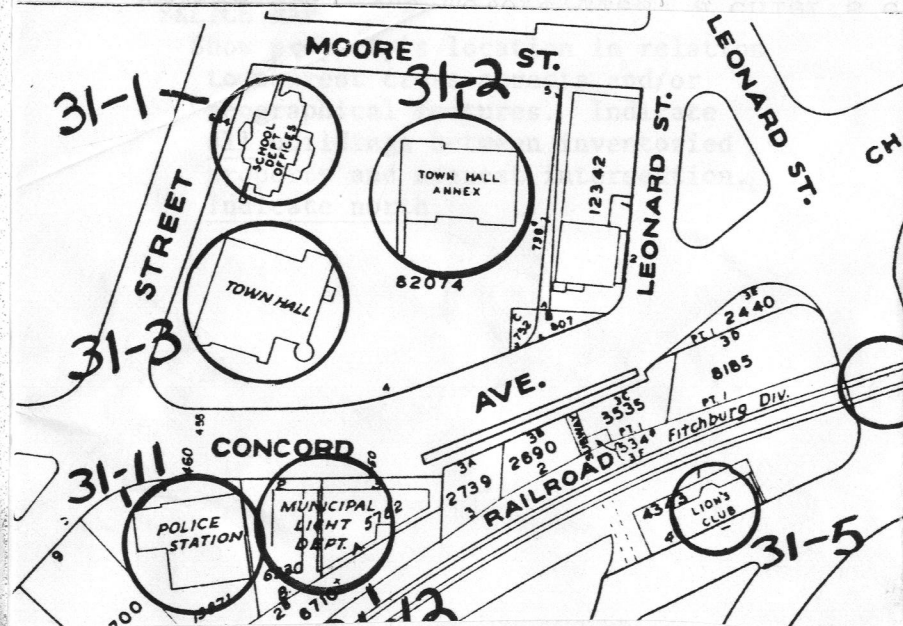
Setting Town Center, on one of the major cross streets.

Recorded by K. Kubie

Organization Boston University

Date November 1982

(Staple additional sheets here)



ARCHITECTURAL SIGNIFICANCE (Describe important architectural features and evaluate in terms of other buildings within the community.)

Reflecting a prevailing trend of the period, the 1930 brick police station was constructed in the Georgian Revival style replete with many of the details associated. These features included: a gambrel roof with raking parapet end walls and double chimneys, limestone banding and panels beneath windows, splayed brick lintels with limestone keystones, and a pedimented entry supported by a pair of fluted pilasters and columns on each side of the doorway.

(Con't.)

HISTORICAL SIGNIFICANCE (Explain the role owners played in local or state history and how the building relates to the development of the community.)

The present police station was built in 1930 to replace the Town Hall basement as police headquarters. This new structure provided the police force with the added space which had greatly been needed.

The first building to be considered a police station was located on Concord Avenue. It was called the Town Farm and was used to house tramps from 1877 until 1934 when it was torn down. The first chief of police was David Chenery who was the town constable and responsible for the running of the Farm.

By the time the present police station was built, the police force included Chief John O'Brien, 6 sergeants, 24 patrolmen, and 3 special patrolmen. Their equipment consisted of a teletype, an ambulance, one patrol car, two motorcycles, a chief's car, a sergeant's car, and a flashlight signal system throughout town.

By 1976, the police force had 96 employees.

BIBLIOGRAPHY and/or REFERENCES (name of publication, author, date and publisher)

Belmont Building Department

Belmont Citizen

Belmont Herald

Belmont Historical Society Newsletter, September 1972.

Belmont Town Reports, 1931.

BLM.127

INVENTORY FORM CONTINUATION SHEET

MASSACHUSETTS HISTORICAL COMMISSION
Office of the Secretary, Boston

Community: Belmont	Form No: 31-11
Property Name: Police Station	

Indicate each item on inventory form which is being continued below.

Architectural Significance

In this instance, the Georgian Revival mode was not used to construct an imposing municipal edifice, but rather the station was built to resemble a colonial residence similar to many being constructed in Belmont at that time.

Staple to Inventory form at bottom

FORM B - BUILDING

MASSACHUSETTS HISTORICAL COMMISSION
Office of the Secretary, State House, Boston

In Area no.	Form no.
	254



x5")
of form

1. Town Belmont

Address Concord & Pleasant Sts.

Name Police Station

Present use "

Present owner Town of Belmont

3. Description:

Date 1930

Source interior entrance plaque

Style Colonial Revival(Williamsburg)

Architect H. Thaxter Underwood

Exterior wall fabric red brick

Outbuildings (describe) jail in rear

Other features 2 1/2-story, double end-chimneys. Grey slate roof. 7-bay symmetrical facade. 1-story side wing Plain pedimented center entrance.

Altered _____ Date _____

Moved _____ Date _____

5. Lot size:

One acre or less X Over one acre _____

Approximate frontage 40'

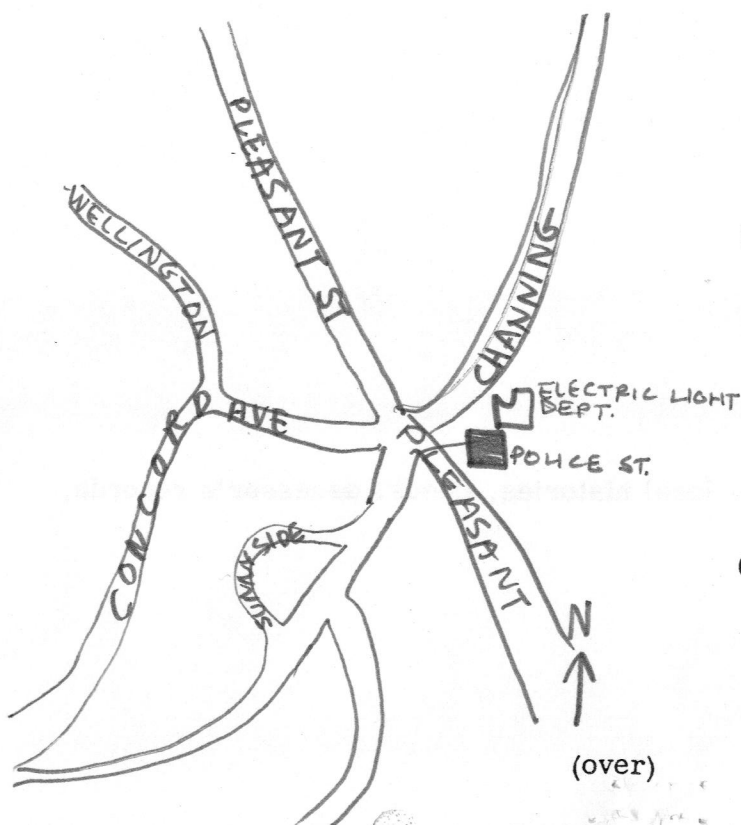
Approximate distance of building from street 10'

6. Recorded by Harriet White

Organization MAPC

Date 7/13/78

4. Map. Draw sketch of building location in relation to nearest cross streets and other buildings. Indicate north.



7. Original owner (if known) Town of Belmont

Original use police station

Subsequent uses (if any) and dates _____

8. Themes (check as many as applicable)

Aboriginal	_____	Conservation	_____	Recreation	_____
Agricultural	_____	Education	_____	Religion	_____
Architectural	_____	Exploration/	_____	Science/	_____
The Arts	_____	settlement	_____	invention	_____
Commerce	_____	Industry	_____	Social/	_____
Communication	_____	Military	_____	humanitarian	_____
Community development	<u>X</u>	Political	_____	Transportation	_____

9. Historical significance (include explanation of themes checked above)

10. Bibliography and/or references (such as local histories, deeds, assessor's records, early maps, etc.)

OFFICE OF COMMUNITY DEVELOPMENT
TOWN OF BELMONT
19 Moore Street
Homer Municipal Building
Belmont, Massachusetts 02478-0900
Historic District Commission

August 20, 2020
Elizabeth Dionne, Chair
Community Preservation Committee
Town Treasurer's Office
Homer Municipal Building
19 Moore Street
Belmont, MA 02478

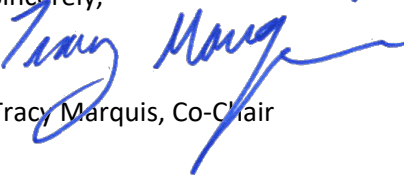
Dear Ms. Dionne and Community Preservation Committee,

On August 20, 2020, the Historic District Commission voted unanimously to support the CPA application for the repair of the historic front steps of the Belmont Police Station. The project is sponsored by the DPW/BPD Building Committee. The application is for \$100,000 and consists of wide-ranging repairs to the exterior masonry and stonework, entry steps, and related items. The CPA funds for this project will augment previous CPA funds for restoration of the building as well as the capital project funds approved by Town Meeting for new additions to the existing building. Together, these funds will finally bring the Police Department a much-needed long-range solution to meet department needs including state and federal mandated standards and codes.

As stated in the application, the Belmont Police Station, designed by H. Thaxter Underwood and built in 1930, is an important component of the historic Belmont civic complex. It is listed in the Massachusetts Historical Commission's Inventory of Historic and Archaeological Assets of the Commonwealth and directly abuts the Pleasant Street Historic District, which is listed on the National Register of Historic Places. Moreover, the Georgian Revival character of the building is a significant aesthetic component of the civic buildings that comprise the Town Hall complex. The front steps are an essential part of the historic character of the Police Station; and, the Historic District Commission verifies that the proposed project meets the Secretary of Interior Standards.

We are extremely grateful for the diligent work of the building committee in shaping a project that both accommodates the important functional needs of the Police Department and protects the historic character of the building. This is a significant accomplishment for Belmont. The Historic District Commission strongly supports this application.

Sincerely,



Tracy Marquis, Co-Chair

OFFICE OF COMMUNITY DEVELOPMENT
TOWN OF BELMONT
19 Moore Street
Homer Municipal Building
Belmont, Massachusetts 02478-0900
Historic District Commission

August 20, 2020
Elizabeth Dionne, Chair
Community Preservation Committee
Town Treasurer's Office
Homer Municipal Building
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Belmont, MA 02478

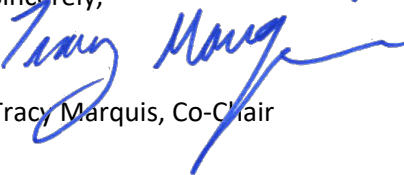
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Sincerely,



Tracy Marquis, Co-Chair



TOWN OF BELMONT
OFFICE OF THE SELECT BOARD
455 CONCORD AVENUE
BELMONT, MASSACHUSETTS 02478

TOWN ADMINISTRATOR
PATRICE GARVIN

ASSISTANT TOWN
ADMINISTRATOR
JONATHAN MARSHALL

MEMO
9/2/2020

RE: Police Station Modular Office Units
TO: Select Board
Warrant Committee

FROM: Jon Marshall, Assistant Town Administrator
CC: Patrice Garvin, Town Administrator
Jay Marcotte, Public Works Director

The Town of Belmont has an opportunity to purchase the modular office units currently being used by the Police Station located at the Public Works Department. These modular units when purchased new are estimated to cost approximately \$650,000. If the Town decides to purchase the trailers any remain payments would cease. **The negotiated price to purchase the trailers is \$320,000.**

The Modular Units

The units are approximately 5,500 square feet and measure 60' x 94'. They were installed in July of 2019. They are connected to water, sewer and electricity. They are wired for internet.

Initial Costs for Set up

The Town has paid a number of up-front costs for these units. The Town has spent approximately \$150,000 to prepare the foundation for the units, pave the parking area, stripe the parking spaces, install new fencing, and make all utility connections. The Town has paid \$220,000 for delivery, installation and setup. **Total initial cost \$370,000.**

Current Payments

The Town has made lease payments of \$97,500 or 13 payments of \$7,500 as of 8/27/2020. The Town has at least 5 remaining payments totaling \$37,500 to be paid. Each month the units are needed beyond January would require an additional payment of \$7,500. At the end of the use period there is a \$25,000 breakdown and removal cost. **Minimum savings if payments end September 30, \$55,000.**

Water Division

The Water Division's building was built in the 60's and has some repairs that need to be addressed in the near future. The modular units would be used as a temporary office and storage space while the Water Division's building gets repaired.



TOWN OF BELMONT
OFFICE OF THE SELECT BOARD
455 CONCORD AVENUE
BELMONT, MASSACHUSETTS 02478

TOWN ADMINISTRATOR
PATRICE GARVIN

ASSISTANT TOWN
ADMINISTRATOR
JONATHAN MARSHALL

Known Town Space Needs

The Town faces a number of space constraints as well as some forthcoming space impacts. Currently the White Field House at the Middle and High School Campus is slated to be removed. The building currently houses offices and parts storage for the Parks Division of Public Works. There is a need to relocate the staff of this department. The retirement board is currently renting commercial space for their offices. The space rental is an annual cost to the Town. The Homer Building and Town Hall office spaces are at capacity. Relocating, for example, the Public Works Department to the modular units would free up space in the municipal buildings. The space within the modular units could support both the Water Division and Public Works offices at the same time.

Conclusion

The Town has been very creative over the years in maximizing its spaces, however these spaces are at capacity. The Town has already invested significant funds for these modular units and to start from scratch could possibly be 3 to 4 times more expensive than purchasing the modular units as they sit. The opportunity to maximize the savings by purchasing these trailers is now.



OFFICE OF COMMUNITY DEVELOPMENT
TOWN OF BELMONT

19 Moore Street
Homer Municipal Building
Belmont, Massachusetts 02478-0900

Telephone: (617) 993-2650 Fax: (617) 993-2651

Building Division
(617) 993-2664
Engineering Division
(617) 993-2665
Planning Division
(617) 993-2666

Memorandum

To: Town Meeting Members
From: Belmont Planning Board
Date: August 26, 2020

RE: Planning Board Report to the 2020 Special Town Meeting

Pursuant to the requirements of Massachusetts General Laws, Chapter 40A, Section 5, the Planning Board hereby provides the following recommendations on the zoning amendments that will appear before the 2020 Special Town Meeting. Sitting for the Board were Stephen Pinkerton, Chair; Thayer Donham; Karl Haglund; Edmund Starzec; Matthew Lowrie; and Renee Guo, associate member. A brief overview of the zoning amendments, the reasons for them, and the Board's recommendations to the Town Meeting are provided below.

Article 8 Correct Ambiguous Language

In 2019, Town Meeting adopted a revised nonconforming zoning by-law for the Single Residence B Zoning District. Unfortunately, it was discovered that two paragraphs contain ambiguous language. As a result, the proposed zoning amendment removes the paragraphs and replaces them with language that clarifies its original intent, but otherwise does not change its original meaning.

The Board held a public hearing on March 31, 2020. At the conclusion of the public hearing, the Board deliberated on the zoning amendment and voted unanimously to **recommend favorable action by Town Meeting to insert the revised paragraphs into the Zoning By-Law.**

Article 9 McLean District Zone 3 Overlay District Zoning By-Law

In 1999, the Town of Belmont and McLean Hospital signed an historic agreement that gave the Town 140 acres and allowed for development of property no longer utilized by McLean Hospital. One of the Zones (Zone 3, Senior Living Subdistrict) allowed the construction of 486 units in a continuing care retirement community (CCRC). However, after a couple of attempts,

the CCRC was never built and the development of such a facility seems unlikely as the market is very limited. As a result, McLean Hospital and a potential developer approached the Town about rezoning Zone 3 to allow the construction of townhouses and apartments.

After much negotiation with the Town, the proposed zoning amendment ultimately evolved to allow 40 age-restricted (55 years of age or older) townhouses and 110 apartments (53 age-restricted apartments and 57 non-age restricted apartments). The townhouses will be 2.5 stories with one to four units per building. 15% of the townhouses (6 units) will be set aside for affordable housing. The apartments will be contained in 2 buildings with a garage and 4 residential floors above. The units will consist of a mix of studios, one-, two-, and three-bedroom units. 25% of the apartments (28 apartments) will be set aside for affordable housing. Permitting for this development will be through the Planning Board under Design and Site Plan Review.

The Board began the public hearing process on January 21, 2020, and continued it 13 more times and held 5 working sessions. The public hearing process concluded on August 4, 2020. At the conclusion of the public hearing, the Board deliberated on the zoning amendment and voted unanimously **to recommend favorable action by Town Meeting to adopt the McLean District Zone 3 Overlay District Zoning By-Law.**

If you have any questions regarding these amendments, please do not hesitate to contact Jeffrey Wheeler, Senior Planner, at 617-993-2666 or at jwheeler@belmont-ma.gov.

Thank you.

McLean District Zone 3 Overlay District Zoning Amendment (Article 9)

Proposed Zone 3 Zoning Map



Draft Site Plan



40 For Sale Townhouses
110 Rental Apartments
Community Building
Pool

McLean District Zone 3 Overlay District Zoning Amendment (Article 9)

The Planning Board met 18 times (13 public hearing and 5 working group meetings) since January to discuss and draft the proposed zoning amendment. The Select Board reviewed the Traffic Mitigation and Monitoring Agreement and hired a consultant to conduct fiscal and demographic studies.

Proposed Components of Zoning Amendment

Sub-District A:

- 40 Town Houses
- For sale
- 2.5 Stories
- One to four units/building with mix of bedrooms
- 2 parking spaces/unit
- 15% affordable (6 units)
- Age-restricted (55 years or older)
- Requires Design & Site Plan Review

Sub-District B:

- 110 Apartments
- Rental
- Garage with 4 stories above
- 2 Buildings - studios, one-, two, three-bedroom units
- 1.4 parking spaces/unit
- 25% affordable (28 units)
- 57 non age-restricted and 53 age-restricted
- Requires Design & Site Plan Review

TOTAL:

- 150 Units
- Mix of Ownership
- 2.5 stories and 5 stories
- Townhouses and Apartments
- 234 parking spaces
- 34 affordable units (80% and 50% AMI)
- Age- and non age- restricted
- Requires Design & Site Plan Review

More information can be found at:

<https://www.belmont-ma.gov/planning-board/pages/proposed-mclean-zone-3-overlay-district>



TOWN OF BELMONT
OFFICE OF THE TOWN ADMINISTRATOR
455 CONCORD AVENUE
BELMONT, MASSACHUSETTS 02478

pgarvin@belmont-ma.gov
jmarshall@belmont-ma.gov

455 CONCORD AVENUE
BELMONT, MA 02478
PHONE (617) 993-2610
FAX (617) 993-2611

TOWN ADMINISTRATOR
PATRICE GARVIN

ASSISTANT TOWN ADMINISTRATOR
JONATHAN MARSHALL

CIVIL SERVICE FACT SHEET

Who is covered currently under Civil Service and who is impacted if the Town opts out of Civil Service?

- Belmont Police (Patrol and Superiors) and Belmont Fire Fighters
- Only **New Hires** or those seeking promotion will be impacted, existing employees will remain in Civil Service

What is Civil Service?

- Civil Service is part of the Massachusetts Human Resources Division (HRD).
- Civil Service handles the entrance testing of job applicants and testing of employees seeking promotion.
- Tests are statewide, and offer no focus on community specific needs/issues.
- Civil Service also handles appeals from employees who have been disciplined or bypassed for promotion, and from applicants who have been bypassed for employment.

History of Civil Service

- The primary purpose of Civil Service when enacted in 1884 was to protect hiring and discipline from patronage and political interference.
- Collective bargaining agreements, Massachusetts General Laws and comprehensive policies, which did not exist in 1915 when the Annual Town Meeting adopted Civil Service, similarly provide protections to employees.
- Civil Service treats Police Officers and Firefighters as an “entry Level job.” Minimum entrance standards are a high school diploma/GED and a valid Massachusetts Driver’s License. Minimum qualification for promotion is one year in the previous rank.
- There are minimum and maximum age requirements to qualify for the entrance exam. The minimum age for the police and fire exam is 19; the maximum age is 31.

Challenges of Civil Service

- Entrance exams are held only every two years.
- Candidates are chosen for interview based on the order of the list (highest test score down to lowest test score). The Appointing Authority must choose from the candidate scoring highest on the certification list. If not there is a tremendous burden to reach a better qualified candidate who may appear lower by only a point.
- If no employees take the exam or not enough take the exam then no promotion list is created and there is no option to hire outside of civil service.
- There were several years when no officers passed or not enough officers signed up to take promotional exams at the police department.

Benefits of Removal from Civil Service

- There are **multiple** financial benefits to the Town by removing the provision of Civil Service; use of overtime, length of vacancies, academy training, etc.
- Attributes beyond a sole multi-choice test score such as work product, community contributions, performance evaluations would factor into promotions.
- The Town can set their own minimum eligibility guidelines (i.e., education) and have a more diverse pool of candidates.
- Maximum age requirement goes away, opening the door for candidates with significant and varied life and career experience seeking a second career.
- The Town would not be required to hire from an existing lay off list
- The Town can determine its own hiring preferences (i.e., residency, military experience, certifications (EMT, paramedic), language proficiency, academy training, etc.)
- The Town could recruit from local colleges and universities from the Fire Science and Criminal Justice programs.
- The Town could recruit lateral transfers from other communities
- A probationary period could be instituted for promotions.
- A more comprehensive exam could be conducted by private sector companies who specialize in this type of testing at little to no cost to the town.
- Exams could be tailored to Belmont, and focus on community specific questions.



TOWN OF BELMONT
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BELMONT, MASSACHUSETTS 02478

MEMO
9/1/2020

RE: Civil Service

TO: Town Meeting Members

FROM: Chief James MacIsaac, Belmont Police Department
Acting Chief Wayne Haley, Belmont Fire Department

The State's Civil Service system for the Police Department and Fire Department in Belmont has outlived its usefulness and it's time for Town Meeting to vote to remove the departments from Civil Service.

Civil Service was adopted by the Belmont Town Meeting over 105 years ago. Civil Service and the division that administers their rules, the Human Resources Division (HRD) have not evolved to meet the modern needs of the communities who fall under the Civil Service system for both hiring and promotions. When Civil Service was enacted police and firefighters had little employment protection. Through the years public employees have gained employee rights and protection under Massachusetts General Laws. Both the police and firefighters also belong to strong unions which provide additional rights and protections. The unions have the ability to negotiate protections, similar to what they currently have under Civil Service through the bargaining process. The respective unions only have the right to bargain for current employees and do not have the right to bargain for future employees who have not been hired yet. The Town has requested the unions input on all facets of the Civil Service departure and the unions have refused to enter meaningful discussions. It is important to note that all current Civil Service employees will remain in Civil service within their current ranks. Only new hires and future promotions would be made outside of Civil Service.

Civil Service has severely hindered both department's ability to recruit and hire individuals who will become not only good police officers and firefighters but who are able to sympathize and understand the points of views and experiences of all of our residents. Under Civil Service, all police & firefighter candidates must have resided in the Town of Belmont for at least one year prior to taking the Civil Service Exam and if there are not sufficient candidates on the local list the department must use a statewide list. The respective exams are only offered once every two years.

The current environment and population in Belmont simply does not provide enough candidates for either public safety department to successfully fill vacancies. Under the current requirements of Civil Service, if either department is looking to fill an open position, they must wait for exam results, and then choose from a list of the three eligible candidates who scored highest on the test. In addition the



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Fire Department requires candidates be a licensed paramedic further limiting the candidate pool and requiring the Department to use the statewide list. If the department chooses any other candidate other than the highest score of the three, it must justify the choice. Some will argue that the exam is an important barometer, however, other factors that may be more influential are pushed aside by the test.

Removal from Civil Service will provide each department with a larger pool of applicants and the hiring and promotional process that will more accurately reflect the specific needs of the Town of Belmont. In the early years of the 20th Century Civil Service leveled the playing field and helped create the middle class in America. In the 21st Century Civil Service has proven to be a cumbersome, outdated and costly institution that severely hampers a community's ability to attract and hire the best public safety candidates in a timely manner.

Both the Police Chief and Fire Chief have stated many times the benefits to removing both departments from Civil Service. The Belmont Police and Fire Departments strive to provide superior public safety services to the residents of Belmont. Removing our departments from Civil Service will allow us to more easily meet that goal by allowing our departments to develop more suitable and timely promotional procedures, fill vacancies in a timely fashion and by recruiting and hiring candidates from diverse backgrounds and cultures while acknowledging education, qualifications, character and public service in the candidates.

Police and/or Fire Departments No longer under civil service:

Acton, Acushnet, Adams, Burlington, Easthampton, Franklin, Grafton, Lee, Lexington, Manchester-by-the-Sea, Marlborough, Maynard, Milford, Millis, North Adams, North Attleboro, North Reading, Norwood, Plainville, Orange, Provincetown, Reading, Rockport, Sharon, Sudbury, Uxbridge, Walpole, Wayland, Wellesley, Westwood, Williamstown

The out-of-date State-run Civil Service System has not kept up with today's hiring or promotional practices and additionally has failed to meet the needs of the communities they serve. It is time for the Town to take control of its hiring processes and the ability to control its costs. Please support the removal of the Town's police officers and firefighters from the Civil Service system.