

# Community Preservation Committee (CPC) Meeting and Hearings

October 3, 2017

City of Waltham, Massachusetts

CPC Office, 119 School Street, Waltham, MA 02451

Recorder: William W. Durkee Jr., CPA Program Manager, Waltham  
Community Preservation Committee (CPC)

## A. Call to Order at 7:07 PM

Called to order by Chair Diana Young. WCAC (Waltham Community Access Channel) video recorded the Meeting.

## B. Roll Call by Clerk Melnechuk.

Present: Chair Diana Young, Sean Wilson (7:11), Tom Creonte, Dan Melnechuk, Justin Barrett, Bob LeBlanc. Absent: Jerry Dufromont, two positions vacant. Program Manager: William Durkee - present. A Quorum of six was declared present. The Chair noted that seventeen applicants to the CPC were received, and will be vetted for a likely presence at the CPC Meeting in February. Per the ordinance, tonight there needs to be at least five in favor to pass any action.

## C. Minutes - Clerk.

Minutes of the September 12, 2017 CPC Meeting. A Motion was made to accept the Minutes as presented. The Motion was seconded, and passed unanimously.

## D. New Business

### 1. Applications and Hearings-Chair. None. The Chair

The Chair noted that it would be timely to discuss and accept the annual allocation of the CPA funds to the FY2018 Reserves. After discussion with the City Assessor, Mr. Goode, the estimate equals last year's actual surcharge collection. She provided a chart which also included the FY2017 True-up (\$892,100.51) which has been allocated along with the current year FY2018 City Surcharge (2,827,675.00). These were combined for the eligible CPA categories as a total of \$3,719,775.51. Preservation of Historic, Open Space, and Housing were each allocated for 10%. The true-up cannot be allocated to the FY2017 Administrative Expenses as the funds were received in a prior fiscal year. Administrative Expenses were allocated at 5% of the current year surcharge. The balance of funds was allocated to the unallocated reserve. (See the allocation attached)

A Motion was made to accept the Allocations as presented on the chart.

The Motion was seconded, and passed unanimously on a roll call vote.  
(One page, attached)

E. Old Business

1. Applications-Chair

a. The Waltham Sons of Italy project was approved by the Long Term Debt Committee (LTDC) without opposition and will go to the full Council Tuesday, October 10.

2. Conservation Restrictions (CRs) - Chair. The Chair met with Attorney Stanton of the Law Department to review the process which CRs must follow to be completed. Because the Chair recused herself from the two currently approved CRs, she will wait for the new CPC Members to ask a Member to assist. The restriction language for the pending CRs needs to be agreed between the City and the holder.

3. Quarterly Reports - Chair. Waiting for all reports before they will be reviewed. The Program Manager did contact all applicants of open projects and had some updates if desired this night. The Chair requested the details of projects in the Auditors books at the end of 2016 were voted before the year ended by the CPC to be carried over to remain open. Although the Agenda did include that item, the carry over must be done one project at a time and will be done at the next CPC meeting. Per the Program Manager, the Music Hall has been inspected and has only one residence which needs to be converted to a commercial space. The Paine Estate building "envelope" exterior project will be done after the roof construction is complete. The Chair noted that the Department of Conservation and Recreation (DCR) is interested in the rehabilitation of the MetFern Cemetery on the previous Metropolitan State Hospital (Met State) grounds which has graves for both the Met State and Fernald residents. The cemetery needs work and DCR might pay for 25% of the cost. The Hardy Pond consolidated area parkland is awaiting ongoing City property acquisition or owners agreements of the parcels. The previous note of Council interest in a property named "One Balm Avenue" has never been brought to the CPC as an application. The Auditors project list from August has not been completed. From the list kept by the Chair, the open projects include Grove St., Arrigo Farm, Fernald demolition, Fernald Asbestos Abatement, Fernald Kelley & Shriver, Gilmore Playground, 67 Crescent St., Wayside Trail, the Wellington House, and the Fernald Survey. The Waltham Housing Authority (WHA) Tenant Rental Assistance (vouchers) is in process and about 16 granted. For the inquiry from the WHC regarding signs, it is clear that signs which are part of a project are allowed, but not new "markers" to be attached to the historic building. A letter from the WHC regarding work at the Wellington House will be emailed to the CPC.

F. Adjourn. A Motion to adjourn was made, seconded and passed by voice vote unanimously.