

CPC Office, 119 School Street, Waltham, MA 02451

Community Preservation Committee (CPC) Public Meeting and Hearings
@ City Hall, City Council Chambers, 610 Main St., Waltham, MA 02452.
Minutes for Tuesday, November 20, 2018

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

A. Call to Order at 7:00 PM

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

B. Roll Call by Clerk - Dan Melnechuk.

Present: Chair Justin Barrett, Vice Chair Erika Jerram, Clerk Dan Melnechuk, Bill Doyle, Bob LeBlanc, Loretta McClary, Sean Wilson. Absent: Tom Creonte, and a vacant position pending. Program Manager: William Durkee -present. A Quorum of seven was declared present.

C. Minutes - Program Manager.

1. Minutes of the October 16, 2018 CPC Meeting. A motion to approve the minutes as written was made, seconded, and passed unanimously.

D. New Business:

1. Applications and Hearings - Chair. (Deadline November 13, 2018)

a. Waltham Housing Authority (WHA) - 667-2 Beaverbrook

b. Waltham Housing Authority (WHA)- Prospect Terrace 200-1

John Gollinger, Executive Director WHA. Assistant Director WHA Mark Johnson present to assist the Director. CPC Member Bob LeBlanc is the WHA representative to the CPC. In these positions during the past three years they did a lot of the work to keep up the 265 elderly apartments and about 550 State family, stable and elderly housing units throughout the City. At the Prospect Terrace apartments a \$2.8 million infrastructure program was completed to pave the roads, renew the stairways of the 149 units. Historically the State Housing Authorities have been seriously underfunded. Funding is improving including a recent State bond bill to guarantee some future funding. Many deteriorating roofs and boilers have been replaced at Prospect Terrace. The new roofs have a life span of two decades, and half of the roofs were replaced. However, the State Housing Authority office has asked that any existing funds be reserved for any work on the seventeen other State units in Waltham. The WHA has 12 units with leaks and roofs now 30 years old which only had a 20 year life expectancy. Buckling, vegetative growth, and algae are found on many roofs. The two locations were separated for CPC questions.

b. Prospect Terrace 200-1

CPC Members were invited to question the applicants. The WHA Dana Park project recently approved by the CPC, was noted to have maintenance provided by the WHA. DHCD requires that major work be part of the capital budget, not from the WHA upkeep expense budget. The routine minor expenses are done by the WHA crews or contractors. The existing 20-30 year old shingles will be replaced if funds allow. The CPC funding of the Winchester Crane slate roof of one of its two buildings was done as an historical building and could last 100 years. Per Mark Johnson, the shingles would be stripped and expected to last 20-30 years with the addition of ice and water shield six feet up from the gutters to eliminate ice dam damage. Perhaps 40-45 years could be expected then. Leaf guard gutters will be installed to reduce or eliminate tedious gutter cleanings. Algae resistant shingles will be used. Per Mr. Gollinger the maintenance crews are not allowed to go higher than safety allows as the hillside contours actually require contractors with tree removal equipment.

Clerk Melnechuk read the CPA which included the statements that repairs should be maintenance, but replacement should be a capital expense.

A visit by the City arborist to view the trees in the area would be welcomed. The trees behind the apartments are possibly black locust with a lot of small leaves. Mr. Gollinger will contact the arborist.

A Spring start of this project is planned. Bids are required by the MHDC and the CPC. No bids were included in this application. If the A&E (Architect and Engineer) are needed, the money is not within the WHA budget immediately.

A motion was made to approve \$50,000 for the A&E application "200-1 Prospect Terrace" for roofing design under the CPA Preservation of Community Housing. Any errors found in the original Application must be corrected in the final presentation. This motion is only to cover the cost of the A&E. The motion was seconded and passed unanimously.

a. 667-2 Beaverbrook

Per Mark Johnson, in addition to the flat asphalt roofs there are other phases to improve the accessibility. Optional choices of materials and increased life spans were requested by the CPC. The Mayor has given approval. Increased handicap accessibility for four units is planned. Improvements to the meeting room and removal of awnings are also planned.

A motion was made to approve \$50,000 for the A&E application "667-2 Beaverbrook" WHA Grove Street for roofing under the CPA Preservation of Community Housing. Any errors found in the original Application must be corrected in the final presentation. This motion is only to cover the cost of the A&E. The motion was seconded and passed unanimously.

2.a. Allocation of Coalition/DCR State Matching funds. The Chair explained the process which would match the CPC revenue collected during FY 2018 with 19%, and \$550,314.00. The CPC shares the collections between the three categories of Open Space, Recreation, and Housing at 10%, administrative 5%, and the balance undesignated. This must be done before the City tax rate for FY 2019 is set which is likely to be 11/27. A Motion was made to approve, seconded, and passed unanimously. The Recommendation to the Council was signed by the Chair to be delivered by the Manager to the Clerk's office 11/21.

2.b. CPC Assessors Estimated Collection FY2019. The Chair noted this was a new presentation of the CPA real estate tax estimate \$2,800,000.00. A Motion was made to approve, seconded, and passed unanimously. The Recommendation to the Council was signed by the Chair to be delivered by the Manager to the Clerk's office 11/21.

3. Allocation of the CPC Unallocated Reserve of FY 2018 \$757,706.23. These funds from FY2018 cannot be used during FY2019 for administrative purposes. A Motion was made to approve, seconded, and passed unanimously. The Recommendation to the Council was signed by the Chair to be delivered by the Manager to the Clerk's office 11/21.

E. Old Business:

1. Status of CPC Projects

a. Appropriated by City Council

b. Recommended by CPC to City Council

The Manager noted that he was unable to complete the request of the Chair for the Quarterly Reports status of all of the open projects. There were no requests for removal, or expiring and needing continuations. However, the list provided monthly from the Auditors as an Expenditure Report through 10/31 is useful for this review. Each of the listed projects were reviewed.

From the Capital Improvements - Open Space applications the existing balance of the 287 Grove St., and Arrigo Farms will be closed. Fernald - Demolition of Buildings, Gilmore Playground, Wayside Trails Design, Fernald Asbestos Abatement, Turner & Graverson Playgrounds, MacArthur School Playground, Veterans Field Playground, Hardy Pond Conservation Area (HPCA), and the GS Girl Scouts (GSEMA) will be carried forward as new which completes the Capital Improvements Report. The idea of a closure notice to the applicants was suggested.

From the Capital Improvements - Housing there is only the Leland Home Vouchers application. The Chair is circulating the Agreement for signatures and would take it to Purchasing which will then allow the vouchers program to be enacted and will be carried forward as new.

From the Capital Improvements - Historic applications the existing

Wellington Interior, Sacred Heart Church façade, FAVC fire suppression, Paine Estate (Stonehurst) roof design, Historical Commission Stone Walls survey to include artifacts, CRMII, City Hall Design Study, Gore Place Restoration, Sons of Italy, Music Hall(Elm St.), and the Lowell Mill Building solar panel will be carried forward and extended as new. The Clerk read a motion to extend the projects as listed (one page, two sides) and made the motion. The motion was seconded and passed unanimously. The Fernald Historical Survey will be closed. From Open Space applications the existing balance of the 287 Grove St., and Arrigo Farms will be closed. The closings are administrative and do not need a motion.

G. Good of the Committee:

1. The Chair noted a conflict with the next CPC Meeting as he will not be available for the February date and proposed meeting January 22 or 29. The next regularly scheduled CPC Meeting/Hearings will be changed from February 5 to January 22 when the City Council publishes it's 2019 Meeting Schedule mid-December.

2. The Chair requested that any future applications should be sent to the entire CPC if he is to receive a copy. A monthly copy of the Auditors reports should also be sent to the CPC when received.

G. Adjourn: A Motion to adjourn was made, seconded and passed unanimously.