



**Community Preservation Committee
Meeting Minutes
June 8, 2021**

1. Call to Order

Meeting called to order at 7:00 p.m. by Chair M. Justin Barrett, Jr.

2. Roll Call

Present: Chair M. Justin Barrett, Jr., Vice Chair Erika Oliver Jerram, Clerk Dan Melnechuk, Bill Doyle (joined at 7:05 p.m.), Tom Creonte, Bob LeBlanc (joined at 7:05 p.m.), Loretta McClary, Amanda Thibodeau, Sean Wilson

Absent: None

3. Meeting Minutes

Motion made by Mr. Creonte to approve the minutes from the May 4, 2021 meeting, seconded by Ms. Oliver Jerram. All in favor. Motion passed.

4. New Business

A. Waltham Housing Authority, Beaverbrook Apartments Roof Replacement Application

Mr. Barrett noted that this application is an addendum to an earlier application request. Mark Johnson, Assistant Executive Director, and John Gollinger, Executive Director of the Waltham Housing Authority, joined the meeting. Mr. Johnson stated that they requested CPA funds in November 2019 and were awarded \$1.2M for roof repairs at Beaverbrook Apartments and Prospect Hill Terrace. They are returning to CPC because they fell short in their projections of the pricing of the job for Beaverbrook. They are requesting an additional \$771,050.78 due to hazardous materials found at the job site, safety protocols due to COVID, and an increase in cost of materials. Mr. Creonte asked if the project has been delayed. Mr. Johnson responded that it has. Mr. Creonte asked for the percentage of the overage from the original application. Mr. Johnson stated that it is almost double the amount. The original contractor, MDM Engineering, completed the roof at Prospect Hill Terrace, but retracted their original bid at Beaverbrook because they determined they made a mistake in their estimate. Mr. LeBlanc asked how many bidders they received for Phase I. Mr. Johnson replied they had 6 bidders. The amounts ranged from \$1.2M - \$1.6M. Mr. LeBlanc asked if they would go out to bid again. Mr. Johnson is afraid that the estimates will be even higher if they did. Mr. Barrett asked about

the condition of the roofs. Mr. Johnson stated that they have had leaks. The roofs are original and are at the end of their useful life. Mr. Gollinger noted that they have had to make at least 100 patches on the various roofs. Mr. Melnechuk asked for the status of the Prospect Hill Terrace replacement. Mr. Johnson stated that it is 100% complete. Mr. Barrett opened up questions from the public. There were none. Ms. Oliver Jerram asked if CPC has enough money. Mr. Barrett asked when Mr. Johnson expects the project to be completed. He stated that it should be completed by November 2021. Mr. Barrett noted that the CPC will receive their next round of funding in October/November 2021, which will be enough to cover the project. Mr. LeBlanc asked if a portion of the project could be delayed. He feels that in a year from now, a lot of the COVID-related price increases will go away, which would see a significant decrease in cost. Mr. Johnson feels it would prolong the inevitable, and he would prefer to get the job done now to keep their residents safe and dry. Mr. LeBlanc was hoping for a solution to keep the residents safe while keeping the costs down. Mr. Melnechuk asked about the leaks. Mr. Johnson replied that throughout the roof where the material has failed, there are weeds growing through the roof decking, and the patching has become counterproductive. Mr. Barrett and Ms. Oliver Jerram spoke in favor of the project and getting it done now. Motion made by Mr. Melnechuk to approve the application in the amount of \$771,050.78, seconded by Mr. Doyle. All in favor. Motion passed.

B. French American Victory Club HVAC Replacement Application

Doreen LeBlanc of the French Club stated that they are looking to replace a very old HVAC system. They received two quotes and the total funding requested is for \$84,650. Mr. Barrett noted that the quotes include a hot water heater, but CPA funds cannot cover this because it doesn't protect the building. He suggested deducting \$1500 from the total being requested, which would change the amount of the request to \$83,150. CPC committee member Bob LeBlanc disclosed that he is a dues-paying member of the French Club and he recently made a donation to the club to help allow them to stay afloat during the pandemic. He is not a board member and feels it shouldn't inhibit his ability to vote on this. Mr. Melnechuk suggested that in the future, Mr. LeBlanc file the document with the City saying there is no conflict of interest. Ms. Oliver Jerram noted that the City's Law Dept. recently had her send an e-mail to the City Clerk's Office indicating that a project she voted on was an "appearance of a conflict of interest". Mr. Doyle suggested Mr. LeBlanc recuse himself from voting. Mr. LeBlanc stated that this hasn't been an issue in the past. Mr. Melnechuk recommended that Mr. LeBlanc send an e-mail to the City Clerk's office like Ms. Oliver Jerram did for the Lutheran Church. Mr. Barrett opened up comments from attendees. He noted that Mort Isaacson, Chairperson of the Waltham Historical Commission (WHC), wrote a letter of support for the project. CPC member, Sean Wilson, who is also a member of the WHC stated that Mr. Isaacson wrote the letter without the commission having a chance to vote on it. Mr. Barrett pointed out that the WHC voted on it in ~2016 validating the historical significance of the building. Mr. Melnechuk stated that Mr. Isaacson made it clear in the letter that the work must be done in accordance with the Secretary

of the Interior's treatment of historic properties. Mr. Melnechuk asked if the Ward Councilor has been notified. French Club President Allan LeBlanc noted that he sent a letter to Councilor Paz. Mr. (Bob) LeBlanc asked the status of the club. Ms. LeBlanc stated they are completing some minor interior improvements with an expected re-opening date of August 2nd. Mr. Barrett closed the public hearing. Motion made by Mr. Creonte to approve the \$83,150 for the replacement of the HVAC system, seconded by Mr. Doyle. All in favor. Motion passed.

C. FY2022 Budget Approval

CPC Program Manager Julie Toole requested \$5k for the installation of new vinyl flooring in the office she will be relocating to this summer. The current flooring is older carpeting. Recently, there was a water leak in the new office and there is the concern that mold is growing underneath the carpeting. Mr. Barrett asked the committee to look over the proposed budget for FY2022, which includes the replacement flooring. Ms. Oliver Jerram asked if some of the items (i.e., Environmental Studies, Surveys, Conservation Restrictions) listed in the budget have been used over the years. Mrs. Barrett named a few projects that have used those funds. Mr. Melnechuk suggested hiring consultants to make sure the CPC gets Conservation Restrictions done.

Motion made by Ms. Oliver Jerram to approve the FY2022 CPC budget, seconded by Mr. LeBlanc. All in favor. Motion passed.

D. Fall 2021 Meeting Dates

September 14, October 5, and November 16

E. Future Meetings Format

After some discussion, it was decided that the CPC will continue to meet virtually through the end of the year.

5. Adjourn

Motion made by Mr. Creonte to adjourn, seconded by Ms. Oliver Jerram. All in favor. Motion passed. Meeting adjourned at 8:13 p.m.

