

CPC/CPA Public Meeting and Hearing (CPC)

City of Waltham, Massachusetts

CPA/CPC Office, 11 Carter Street, Waltham, MA 02452

DATE: Wednesday May 9, 2012

FROM: Kevin Dwyer, Clerk, Community Preservation Committee
(CPC)

SUBJECT: Minutes of April 24, 2012 CPC Public Meeting & Hearing
As Amended at the CPC Meeting May 15

A. CALL TO ORDER AT 7:00 PM

Chairman Barrett calls meeting to order at 7:00 PM. Meeting recorded by the Waltham Chanel

B. ROLL CALL BY CLERK

Present Chairman Barrett, Member Dwyer, Member Zinnell, Member Fowler, Member Young, Member Melnechuk, Manager Durkee.

Absent: Member Hovsepian, Member Craig, Member Dufromont

C. MINUTES FROM THE MARCH 27, 2012 CPC MEETING

Minutes of the March 27, 2012 CPC Meeting. Motion to approve minutes passed unanimously.

D. NEW BUSINESS

"Open Space" provisions for FY 2012 CPC Plan. Member Melnechuk has drafted suggested additions to Waltham CPC Plan. Member Melnechuk's suggested additions are to Article VII of the Waltham CPC Plan entitled "Criteria and Goals." This draft begins on page 1 with a paragraph entitled "Overview" and includes "Section 5-Open Space Criteria and Goals," "Current Resources," "Goals and Needs," and "Additional Material."

Member Young suggests additions to the section containing a list of basic goals of the Master Plan entitled "Waltham Community Development Plan (aka Master Plan.) Suggests mentioning "pocket parks" as a developmental goal of the Waltham CPC. Chairman Barrett suggests that City is aware that "pocket parks" are a development goal of the Waltham CPC and do not have to be specifically mentioned in the Master Plan.

Member Young makes a motion to make other changes to the list of basic goals of the Master Plan and has attached a copy of her additions to these Meeting Minutes. Member Young's motion to make additions to the Master Plan was passed unanimously. The additions have been attached to these meeting minutes.

E. OLD BUSINESS

Revised Waltham Historical Commission application for the Wellington House.

Arthur Bennett, project manager at the Wellington House representing the WHC present to address the CPC.

Al Aydelott present, project architect at Wellington House.

Chairman Barrett asks Mr. Bennett to withdraw this application at this time based on the Mayor's statements at the last CPC meeting that she would not be signing any purchase orders for any CPC projects at this time.

Mr. Bennett asks to present the Wellington House proposal before the CPC at this time for the consideration of the members of the CPC.

Chairman Barrett believes hearing this new application is not appropriate at this time based on the Mayor's statement to the CPC at the last meeting. He suggests having the Mayor's presentation on the Wellington House and the WHC's presentation on the Wellington House on the same date.

Mr. Bennett states that this is an old application and continuation of an existing project which the Mayor previously approved. Chairman Barrett disagrees stating that this is a new application because there is currently no CPC money available to the Wellington House project.

Member Melnechuk states that the first step to get CPC approval on any project is for the CPC to vote to accept the application itself.

Mr. Fowler does not want the CPC to stop supporting CPC projects already underway because of the potential purchase of Fernald.

Mr. Melnechuk points out there has been no CPC vote to accept this new Wellington House application.

Member Young proposes that the CPC accept this new application for the Wellington House for consideration. The proposal is accepted to move the application through step one of the three meeting requirement with the intention to deal with the application once the Mayor has approved.

\$427,764 is request for funding according to Wellington House architect, Mr. Aydelott. WHC will get further funding from outside sources for Wellington House project.

Angie Emberley addresses the CPC.

Member Young makes motion to accept application. Member Fowler seconds the motion. Motion passes. Application accepted.

F. TRIAL BALANCE

Member Young presents a handout of Waltham CPA available funds and existing projects and their respective ledger balances. \$16,242,000 is current level of total available funding.

Only 4 open projects currently that have balances in their account.

Manager Durkee has some updates from current projects. Some updates are late. Chairman Barrett wants to get quarterly updates from these open projects and suggests sanctioning those projects that do not provide quarterly reports back to the CPC, such as the possible withholding payments.

G. STATUS OF APPROPRIATED CPC PROJECTS/EXTENSIONS OF TIME

No applications for extensions at this time. No current projects have gone over their time per Manager Durkee.

H. ADMINISTRATIVE BUDGET

Manager Durkee has met with Chairman Barrett regarding the CPC administrative budget. The administrative budget is the operating expenses of the Waltham CPC and covers the Manager's salary, coalition dues, printing, office supplies, and advertisements.

The biggest expense in the budget is the Program Manager's salary. CPC will vote on budget before it is presented to the City Council. This must be done by June 1, 2012.

CPC members would like to hire outside legal counsel, despite the City's denials of this request in previous years.

Clerical assistance-the Program Manager did not receive \$5,000.00 in clerical assistance last year. The Mayor mentioned that she would revisit this issue this year.

Manager Durkee also mentions that fact that he has not received a stipend for his attendance at CPC meetings.

Manager Durkee took the CPC Members through various aspects of the CPC budget including postage, printing, purchase of a computer for the Waltham CPC's exclusive usage, subscription to the Community Preservation Committee, conference expenses, and the purchase of a camera.

Motion to approve expenses in budget passed unanimously by the CPC.

Motion to place \$15,000 into budget for clerical assistance. Approved by the CPC unanimously.

Motion to place \$15,000 into budget for outside consultants. Approved by the CPC unanimously.

Motion to approve Program Manager Durkee's salary at \$32,323. Approved by the CPC unanimously.

Motion to approve a stipend for Manager Durkee at the rate of \$100.00 for his attendance at CPC meetings. Approved by the CPC unanimously.

I. ANNOUNCEMENTS

Manager Durkee announces that the Lyman Estate has a "Preserve Your Own House" seminar.

CPA Amendment at Mass. State House of Representatives passed. Amount of money collected at Registry of Deeds remains the same. An additional \$25,000,000 will be added to the CPA fund each year so long as there is a budget surplus. Recreation projects may now be within CPC's reach as well due to this amendment to the CPA.

Next CPC meeting is May 15, 2012.

J. ADJOURN

Meeting adjourned.

Accepted by CPC at the 4/24/2012 CPC meeting

Article VII Criteria and Goals

Section 5 Open Space Criteria and Goals

Goals and Needs

The following are the goals for the preservation of open space:

- Provide varied, well-distributed and balanced recreation facilities and programs for all residents of Waltham;
- Acquire, protect and conserve Waltham's open space with priority given to environmentally sensitive spaces;
- Protect and enhance Waltham's water resources;
- Develop additional parks and recreation areas with emphasis on densely populated areas of Waltham;
- Create regional open space and recreational systems that cross municipal boundaries including the growth, improvement and maintenance of the Western Greenway and the Rail Trail through Waltham and beyond;
- Protect the Hardy Pond Conservation Area and promote the preservation of the University of Massachusetts Waltham Center; and
- To protect all properties acquired with Community Preservation funds with the required conservation restrictions.