



## **Community Preservation Committee Meeting Minutes March 14, 2023**

### **1. Call to Order**

Meeting called to order at 7:03 p.m. by Chair M. Justin Barrett, Jr. This meeting was held via Zoom.

### **2. Roll Call**

**Present:** Chair M. Justin Barrett, Jr., Vice Chair Erika Oliver Jerram (joined at 7:11 p.m.), Clerk Dan Melnechuk, Tom Creonte, Bob LeBlanc, Amanda Thibodeau, Sean Wilson

**Absent:** Bill Doyle, Loretta McClary

### **3. Meeting Minutes**

Motion made by Mr. LeBlanc to approve the meeting minutes of February 21, 2023, seconded by Ms. Thibodeau. All in favor. Motion passed.

### **4. New Business**

#### **A. Public Meeting**

##### **1. Waltham Housing Authority: Design Services for Replacement Windows at Arthur Clark Apartments Application**

Waltham Housing Authority Executive Director John Gollinger and Assistant Executive Director Mark Johnson presented their application to the CPC. Mr. Gollinger stated that the windows at the Arthur Clark Apartments have deteriorated: There is water infiltration into the units, the windows are 45 years old, and they are not energy-efficient. There is also a concern that they may start to fall out during certain weather conditions. The apartments serve 140 – 150 elderly and disabled residents in 120 units.

Motion made by Mr. Creonte to recommend to City Council to approve \$100,000 for architectural design services for replacement windows at Arthur Clark Apartments, 48 Pine Street. Motion seconded by Ms. Oliver Jerram. All in favor. Motion passed.

### **5. Old Business**

#### **A. Hardy Pond Conservation Area Project**

Mr. Melnechuk was researching the history of the approval of this project. Program Manager Julie Toole stated that she believes it was approved in 2018. Mr. Melnechuk would like to see City Council approvals posted on CPC's website. Ms. Toole noted that

she has all of the council orders in each of the CPA applications' files. She will note the approval dates on CPC's website.

**B. Proposed Changes to CPC Rules**

Mr. Melnechuk would like the following verbiage added to the CPC application:

"No construction work or modifications can begin on the acquired real property until a permanent CR has been assigned as per CPA law to an appropriate organization based on a completed plan for all work that will be done on the property. Surveys and Environmental Site Assessments are allowed to take place before a permanent CR has been applied". After some discussion, it was decided that Ms. Toole will research how other communities are enforcing their Conservation Restrictions.

Mr. Melnechuk also proposed requiring that applications are due two weeks (rather than one week) prior to the meeting. It will be discussed further at a future meeting.

**6. Announcements/Correspondence**

A. Next meeting: April 11, 2023

**7. Adjourn**

Motion made by Ms. Oliver Jerram to adjourn, seconded by Mr. Creonte. All in favor. Motion passed. Meeting adjourned at 7:53 p.m.