



## **Community Preservation Committee Meeting Minutes May 9, 2023**

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

Meeting called to order at 7:00 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, Clerk Dan Melnechuk, Loretta McClary, Amanda Thibodeau, Sean Wilson (joined at 7:02 p.m.)

**Absent:** Tom Creonte, Bill Doyle, Bob LeBlanc

### **3. Meeting Minutes**

Motion made by Ms. McClary to approve the meeting minutes of March 14, 2023, seconded by Ms. Thibodeau. All in favor. Motion passed.

### **4. New Business**

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

##### **1. 342-344 Warren Street Exterior Renovations to Main Building and Barn Application**

Jon Millian, City of Waltham's Building Maintenance Director, stated that the city is seeking funds to take down part of the barn and one side of the buildings at Arrigo Farm. He received approval from the Waltham Historical Commission to go forward with the project. The city wants to rebuild the whole outside and get it weather tight. No interior work will be done at this time. Ms. Oliver Jerram commented that she would like to see the city come up with a use for the building. She noted that buildings that are used are maintained. Mr. Barrett replied that it is stated in the application that the barn will be rented out to a goat farmer for getting rid of poison ivy. Ward Councilor John McLaughlin spoke in support of the project. Mr. Melnechuk stated that the Historical Commission noted in their letter of approval that "structures acquired with CPA funds under 'Historical', such as the Thomas Barnes House, are required to be protected by legally binding historical preservation restrictions".

Motion made by Ms. Oliver Jerram to recommend to the City Council the Arrigo Farm project for \$1,285,000. Motion seconded by Ms. Thibodeau. All in favor. Motion passed.

Mr. Melnechuk asked the public if there was anyone who had any questions or wanted to make any comments about the Arrigo Farm project. There were none.

## **B. Public Hearing**

### **2. CPC Annual Public Informational and Input Hearing**

Mr. Barrett opened with stating that the CPC received a request re: the use of the Arrigo Farms. He noted that the CPC has no control over the use of any property or programs. They are strictly an advisory funding source for the city.

a. **Presentation of types of projects that can be funded with CPA funds and summary of projects approved in the past year:** Mr. Barrett stated that the CPC recommends to the City Council the use of funds that are obtained through property taxes and closings at the Registry of Deeds. This past years' projects include: Prospect Hill Road acquisition, Waltham Housing Authority's Winchester Crane and Arthur Clark Apartments window design, and the City Clerk's historical documents assessment.

b. **Financial position of CPA funds:** CPA categories and available balances as of May 1, 2023 are: Open Space/Open Space Recreation (\$1,799,154.46), Affordable Housing (\$1,292,014.58), and Historic (\$719,569.99). The Undesignated account balance is \$6,660,569.88. Mr. Melnechuk added that when money comes in from the city and the state, the CPC puts 10% into the three main categories, 5% into the Administrative account, and the remaining 65% into the Undesignated account.

c. **Statements from the Public and Public Officials:** Mr. Barrett opened up comments from the public. He first read a letter from Waltham resident Diana Young suggesting that the Western Greenway be connected to the Wayside rail trail through the Lyman Estate. Thomas Benavides joined the meeting and spoke in favor of the creation of affordable housing. He noted that all of the applications that came before the CPC prior to 2021 were either denied, allowed to expire, or withdrawn. Mr. Barrett responded that if a project is viable, the committee is all in favor of it, but it has to be viable. He noted that the CPC also tries to keep residents in their units by approving rental vouchers.

Emily Saperia asked the CPC what they mean by being open to affordable housing.

Mr. Barrett replied that the committee welcomes affordable housing applications and look favorably upon those that are viable. Mr. Melnechuk noted they are some of the hardest to pull off due to issues with the funding from other sources and other problems that arise. The applicants for the Armory were not the owners of the building nor did they have a purchase and sale agreement. Ms. Oliver Jerram also noted that one of the affordable housing projects that the CPC funded for, the money was returned by the applicant due to the CPA requirement of the applicant needing to make sure the housing they provide is on the state register of subsidized housing inventory. The state requirements are too expensive for smaller organizations. She also noted that the CPC is reactionary. Ms. McClary agreed with this noting that applications come to the committee and if one year there are no requests for affordable housing, there is no way for the committee to make grants or do anything.

Mr. Benavides rejoined and noted that according to an article he read about the Armory project the ownership requirement isn't part of the state law. Mr. Melnechuk stated that the Community Preservation Coalition helps communities adopt the CPA as well as provides advice for committees. He requested a copy of the article, will contact the director of the coalition and will do some research on it. Mr. Melnechuk said that the CPC applications were written when the CPA was first adopted in Waltham. They are in the process of being updated.

Julie read a question asked in the online Q&A: “What was replaced at Beaver Brook housing this year?” It was the roof. Mr. Melnechuk read a question from Eamon Dawes: “The difference of \$2500 on the 0 Prospect Hill Rd. project went from \$4,012,000 to \$4,009,500. Why was there a \$2500 difference?”. Mr. Barrett explained that the closing costs went down. \$12k was for the closing costs and \$4M was for the property. Mr. Barrett noted that when the CPC recommends a project to the City Council and the City Council approves it, the amount asked for is the maximum that can be spent of CPA funds. If the applicant doesn’t spend all of the money that was approved, it reverts back to the CPC.

**C. FY2023 Program Manager Cost of Living Adjustment (\$1875)**

Motion made by Mr. Melnechuk to approve the cost of living adjustment for the program manager, seconded by Ms. McClary. All in favor. Motion passed.

**D. FY2024 CPC Budget**

Mr. Barrett stated that the FY2024 CPC Administration budget for payroll, general expenses and equipment and unusual expenses total \$179,805. Motion made by Ms. Oliver Jerram to approve the FY2024 CPC budget, seconded by Ms. McClary. All in favor. Motion passed.

**5. Old Business**

**A. Hardy Pond Conservation Area Project**

**B. Proposed Changes to CPC Rules**

Motion made by Mr. Melnechuk to continue both Old Business items to the next meeting. Motion seconded by Ms. McClary. All in favor. Motion passed.

**6. Announcements/Correspondence**

A. Next meeting: June 13, 2023

**7. Adjourn**

Motion made by Ms. McClary to adjourn, seconded by Ms. Oliver Jerram. All in favor. Motion passed. Meeting adjourned at 8:01 p.m.