

**Community Preservation Committee**  
**Meeting Minutes**  
**November 29, 2016**  
7:30 pm

---

In attendance were: Andrew Bengtson  
Clarissa Rowe  
Charles Tirone  
Eric Helmuth  
JoAnn Robinson  
Leslie Mayer  
Richard Murray  
Mike Cayer

Not in attendance: David Levy

Also in attendance: Jim Feeney, Assistant Town Manager  
Amy Fidalgo, CPAC Administrator

---

1. **Meeting Opened:** Clarissa Rowe called the meeting to order at 7:30pm. Clarissa Rowe announced that Mike Cayer will not be seeking reappointment on the Arlington Redevelopment Board, and therefore will not serve as the ARB representative to the CPAC. The Committee thanked Mike Cayer for his service on both the ARB and the CPAC. The minutes of November 15, 2016 were reviewed. Leslie Mayer moved to approve the minutes of November 15, 2016 as amended. Richard Murray seconded. All voted in favor.
2. **Status of CPA Funding:** Jim Feeney said that the Town is still waiting to receive the state match of \$270,433. It should be arriving within the next few days.
3. **Discussion of Open Invoices:** The Conservation Commission will be approving a new invoice from Chester Engineering at their Thursday night meeting. Once the Conservation Commission approves this invoice, Clarissa Rowe will sign off on the invoice to be processed.
4. **Legal Agreement Update:** Clarissa Rowe said that the legal agreements are progressing. Doug Heim is working with the Old Schwamb Mill to create a simpler legal agreement that will live up to the terms of the preservation restriction. JoAnn Robinson asked if Doug Heim could look into making an amendment to the original agreement with the Old Schwamb Mill.
5. **CPA Sign Review:** The Committee discussed three temporary sign options to display at worksites for CPA funded projects. The Committee determined that the third sign option with the Town logo, and the statement "This project is funded in part by the people of Arlington through the Community Preservation Act" would be the best option.
6. **Review of Vision 2020 Survey Questions:** Eric Helmuth summarized the feedback provided by the Vision 2020 survey expert. The Committee discussed whether a rating scale or a forced rank order would be better for the first question of the survey. Eric Helmuth commented that a

forced rank order is harder for people taking the survey. Mike Cayer said that a rating scale allows someone to put an equal importance on two topics. Leslie Mayer agreed.

JoAnn Robinson expressed concern over how the topic of historic preservation is presented on this survey. She said that historic preservation may be rated as a low priority because people are unfamiliar with the topic because it is not frequently discussed at Town Meeting. Leslie Mayer said that this feedback will still be helpful for the Committee because it will show them there is an opportunity to educate people about historical preservation. Mike Cayer added that this information is being used to inform the Committee, not to determine funding. The Committee discussed the meaning of the term community housing.

7. **CPA Preliminary Applications:** The Committee provided updates on the various preliminary applications. Clarissa Rowe stated there is a chance the Friends of Menotomy Rocks Park will not be submitting a final application for the Hills Pond wetland restoration.

Clarissa Rowe, Richard Murray, JoAnn Robinson, and Andrew Bengtson have been working with the Cemetery Commission on their application. The Cemetery Commission will be combining both of their initial requests into one final application.

Mike Cayer said that the ARB has held two hearings for the Downing Square project. There is another hearing scheduled for December 5, 2016. There is a possibility the ARB may grant HCA a special permit with multiple conditions.

Leslie Mayer and Chuck Tirone updated the Committee on future public meetings scheduled for the Park and Recreation Commission and the Conservation Commission.

8. **Additional Meetings:** The Committee discussed the upcoming meeting schedule for December, January and February. There will be three consecutive meeting dates for applicant presentations on January 31, February 1, and February 2.
9. **Adjournment:** Eric Helmuth moved to adjourn at 8:30pm. Richard Murray seconded. All voted in favor.