

**Community Preservation Committee
Meeting Minutes
February 15, 2018
7:30PM**

Town Hall Annex. Town Manager's Conference Room

In attendance were: Andrew Bengtson
Eric Helmuth
Leslie Mayer
Richard Murray
JoAnn Robinson
Ann Woodward

Not in attendance: Eugene Benson
Chuck Tirone

Also in attendance: Jim Feeney, Assistant Town Manager
Amy Fidalgo, Management Analyst

1. Eric Helmuth opened the meeting at 7:30pm.
2. The minutes of January 16, 2018 were reviewed. Richard Murray moved to approve; Andrew Bengtson seconded. JoAnn Robinson abstained. All voted in favor. The minutes of January 29, 2018 were reviewed. Eric Helmuth reviewed suggestions provided by Eugene Benson. Ann Woodward moved to approve as amended. Andrew Bengtson seconded. JoAnn Robinson abstained. All voted in favor. The minutes of January 31, 2018 were reviewed. Andrew Bengtson moved to approve as amended. Leslie Mayer seconded. Richard Murray abstained. All voted in favor.
3. Eric Helmuth presented the projected FY19 budget, and noted that the MAPC legislative Committee mentioned the state match might be as low at 12% in FY19. Eric Helmuth reviewed the CPA Fund Balance. The Committee discussed that the 10% funding requirement for Historic Preservation might be slightly under, in which case the vote language for Town Meeting would include setting some money aside for the Historic Preservation category. The Committee discussed that it was comfortable putting the maximum allowable amount of funds, which is 5%, towards administrative expenses in the upcoming fiscal year with the understanding the balance will be turned back at the end of the year. Leslie Mayer said she would like to see a summary report of past project statuses and the percentage that each project is complete.
4. Project Discussion:
 - a. HCA: Eric Helmuth stated that Pam Hallett has submitted the One Stop Application for tax credits. Eric Helmuth added that HCA recently asked if Downing Square could use a percentage of their funding for environmental remediation and the remainder for construction; the Committee recalled that Town Meeting voted last year for the funds to be used for construction work only, which HCA agreed to. Jim Feeney commented that the committee considered this condition at that time because the project was in a preliminary stage and there was still uncertainty about whether it would come to fruition. The Committee discussed if it wants to address this issue at Town Meeting, and

reviewed how the CPA has previously handled the language for soft costs versus hard costs. Leslie Mayer commented that Town Meeting might not want to fund remediation or predevelopment, since they are used to funding hard construction costs. Eric Helmuth asked about the effect of possible reductions in tax credits. Ann Woodward said it would make the CPA funding all the more valuable for HCA. The Committee discussed HCA's timeline of hearing back about its application; Ann Woodward said DHCD would not be notifying them until after Town Meeting.

- b. Jason Russell House: Eric Helmuth said that George Parsons revised the budget for Jason Russell House after confirming that the annual inspection cost was an error in the original application. The contingency was adjusted accordingly.
- c. Old Schwamb Mill: The Old Schwamb Mill has revised its budget with a new 20 % contingency figure. JoAnn Robinson is going to follow up with them for a project schedule, which can be included as an addendum to their original proposal. Andrew Bengtson mentioned that the Committee should make sure the Old Schwamb Mill Trust actually spends the funding on architectural oversight of the project, recommending that field reports by the architect be required.
- d. Arlington Reservoir: Eric Helmuth pointed out that Jon Marshall has provided an updated budget for the project due to the cost of renovating the pump house being reduced. Andrew Bengtson said he was the reader for the project and thought that \$250k for the pump house seemed high. Eugene Benson and Andrew Bengtson got to take a tour of the pump house with Jon Marshall. Jon Marshall talked with Weston and Sampson, and they brought in a structural engineer to review the plans and they revised their budget. Andrew Bengtson said he feels more confident going to Town Meeting knowing that this figure has been revised. Ann Woodward commented on the level of water quality improvements during this phase. Leslie Mayer said that this is one of several phases that will lead to improved water quality. Ann Woodward commented that she thinks this should be made clear at Town Meeting. Jim Feeney and Leslie Mayer provided information on how these improvements will reduce the amount of chlorine needed to treat the water because of new technology. The Committee discussed the bidding process for this phase of the project.
- e. Mill Brook Linear Park Phase II: Eric Helmuth said that Amber Christoffersen sent a memo with their budget adjustments. JoAnn Robinson asked if they held a public meeting; Leslie Mayer confirmed and said 30-40 abutters were present. The Committee discussed that MyRWA received a lot of feedback from residents, particularly about flooding. Leslie Mayer commented that there is still some tension between the Town staff's role in the project since MyRWA is a non-town entity. There is still general uncertainty about exactly what improvements will be made to the area in the future as the public input process is in its early stages.

Richard Murray asked for clarification on the budget. The Committee discussed that this funding is not going towards any construction. Ann Woodward asked for clarification about how this project lines up with scheduled improvements at Wellington Park. Leslie Mayer said that Wellington Park is currently in the Capital Plan for FY22, and expects this project to consider these future improvements as part of this process. Andrew

Bengtson commented that the application is broken up into two phases that overlap. The Committee discussed if a funding condition should be made for MyRWA to reach certain milestones for phase I before funding is released for phase II.

Leslie Mayer commented that the use of the land could certainly be elevated, but there is no way of knowing what specifically is going to happen at this point. The Committee discussed options for how a grant agreement could be written in order to ensure that the Committee receives progress updates prior to releasing all the funds to MyRWA. JoAnn Robinson suggested that having MyRWA submit reports for the Committee to review throughout the process could be part of the agreement. Richard Murray asked what the Committee's response to Town Meeting members would be if they asked why we are funding this study. Leslie Mayer and Joann Robinson commented that development of the Mill Brook is part of the Master Plan, which Town Meeting supported.

5. Eric Helmuth suggested that the Committee discuss the Hardy Playground Study on Tuesday, February 20, 2018. He commented that nothing has changed substantively in their application; Kate Leary has provided some revised language that clarifies the intentions of their study. JoAnn Robinson moved to adjourn at 9:05pm. Richard Murray seconded. All voted in favor.