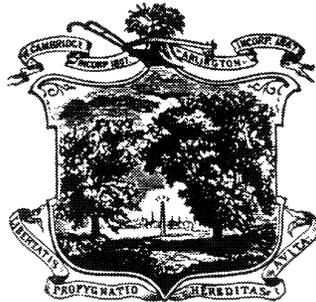


TOWN OF ARLINGTON  
MASSACHUSETTS

REPORT OF THE

**COMMUNITY PRESERVATION COMMITTEE**



TO THE  
ANNUAL TOWN MEETING  
APRIL 2019

**Online edition with supplemental photos and illustrations**

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## **1. Introduction**

The Arlington Community Preservation Committee is pleased to present eight CPA projects and a budget for Town Meeting's consideration and approval. The projects are located in several Arlington neighborhoods and fall in all three CPA funding areas: historic preservation, affordable community housing, and open space and recreation.

The Committee is usually referred to informally as the "CPA Committee" or CPAC. We are tasked with evaluating Arlington's needs in those areas and making CPA funding recommendations to Town Meeting. As directed in the Town CPA bylaw, the CPAC consulted with the Capital Planning Committee, Finance Committee and the Select Board on our budget and project recommendations. We are grateful for the unanimous votes of support from each of these bodies.

## **2. About Warrant Article 31**

Article 31 concerns officially renaming the Community Preservation Committee to the Community Preservation Act Committee. As the Capital Planning Committee is already known under the "CPC" acronym, there is a potential source of confusion when the Community Preservation Committee uses the acronym "CPC." It has been informal practice to refer to the Community Preservation Committee as the "CPAC," and Article 31 would rename the Committee to codify this practice and dispel any future confusion.

## **3. About Warrant Article 68**

Article 68 concerns financial actions pertaining to CPA for Fiscal Year 2020. The CPA Committee provides the main motions (recommended votes) on CPA warrant articles; they are printed at the end of this report beginning on page 13. The recommended votes are divided into three sections: (a) votes to transfer funds to temporary dedicated reserves, as explained in the vote comment; (b) votes on the eight proposed CPA projects, and (c) vote on administrative expenses.

When Article 68 is debated, the CPAC will briefly present each project and budget recommendation, and will be available to answer questions with additional information. Town Meeting must approve all spending recommended by the CPAC with a majority vote. State law requires that every year, Town Meeting either spends or reserves a minimum of 10% of anticipated CPA revenues in each of the three CPA areas of interest (open space and recreation, community housing, and historic preservation).

## **4. The Community Preservation Act (CPA) in Massachusetts and in Arlington**

The Community Preservation Act (CPA) allows participating cities and towns to reserve dedicated funds to preserve open space and historic sites, create affordable housing, and develop outdoor recreational facilities. The acquisition, creation and preservation of these community assets is financed through the Community Preservation Fund, comprised of local revenues collected from a property tax surcharge (in Arlington, 1.5% of the net tax levy), plus annual distributions from the Massachusetts Community Preservation Trust Fund. In 2018, the CPA surcharge for the average assessed single family residence in

Arlington is approximately \$110, less applicable exemptions and abatements based on senior or income status.

The Community Preservation Act was passed in 2000 and signed by Governor Paul Cellucci. It has now been adopted by 175 communities, about 50% of the Commonwealth's municipalities. The Town of Arlington passed the CPA in November 2014. Annual Town Meeting in 2015 set up the structure for the CPAC and the process for consultation with other bodies. The Town of Arlington began collecting surcharge revenue on the August 3, 2015 tax bills, and received the first annual state CPA distribution, equal to about 19% of local revenues, in late 2016. Since then, the annual state CPA distribution has equaled about 15% of local revenues in 2017, and about 11% of local revenues in 2018.

The Town of Arlington is privileged to have many important community assets. Preserved open space areas contain a scenic beauty that predates the Town itself. Historic resources provide a glimpse into Arlington's past, a way of measuring our progress throughout the years, and perhaps an insight as to where the Town is headed. Recreational land provides a safe place to enjoy community-based activities and games, thereby strengthening the health and well-being of all its residents. Community housing allows a greater range of people to benefit from all aspects of Arlington, people who would otherwise not have the opportunity to contribute to the future of the Town.

The CPAC strives to help Arlington preserve the Town's precious assets through CPA funding. The CPA fund is a powerful resource for maintaining the character of Arlington. The CPA in Arlington is also a valuable fiscal tool for the Town, allowing qualifying capital projects to be funded with CPA revenues augmented by the state match, as well as matching grants from outside entities. To date, Arlington CPA has directly leveraged over \$800,000 in outside funding for open space and historic preservation in Arlington. In addition, CPA has contributed to the required local match for over \$4 million in federal and state housing awards to date, with another \$10 million secured over the next ten years for the Downing Square Broadway Initiative.

## **5. The Community Preservation Committee and its Work**

The nine-member Committee is comprised of five members who are representatives of existing Town entities as mandated by state law, and four members appointed by the Select Board. The five Town authorities with representation on the CPAC are the Arlington Conservation Commission, Arlington Historical Commission, Arlington Housing Authority, Arlington Park and Recreation Commission, and Arlington Redevelopment Board. A committee roster is at the end of this report.

Each year, the Committee:

- 1. Maintains a Community Preservation Plan** outlining community preservation needs, priorities and resources in Arlington.
- 2. Tracks the local and state receipts** for the Arlington CPA fund, local CPA account balances, and CPAC administrative expenses.
- 3. Receives and processes applications for CPA projects each fiscal year** with a six-month process in which the Committee:

- Screens preliminary project applications for CPA eligibility under state law, then provides feedback on application quality and relevant grant requirements (e.g., affordable housing or historic preservation restrictions, demonstration of public benefit).
- Invites full applications, then performs extensive due diligence to evaluate community need, feasibility, sustainability, and other merits.
- Hosts public presentations by applicants for each proposed CPA project.

**4. Consults with the Select Board, Finance Committee, Capital Planning Committee** and other town bodies about our funding recommendations.

**5. Presents the recommended votes for CPA to Town Meeting** comprised of CPA projects, reserve funds and administrative expenses.

**6. Oversees Community Preservation projects** throughout their duration, tracks project expenditures and balances, and approves project payments.

## **6. Report on Prior Years' CPA Projects (FY2017 – FY2019)**

Starting in 2016, Town Meeting began appropriating funds for CPA projects recommended by the Committee. Votes taken at three Annual Town Meetings and a Special Town Meeting in the fall of 2017 have funded 22 projects supporting community housing, historic preservation and open space/recreation projects across Arlington. Brief summaries and status of these projects follow; more detailed project descriptions are in [prior Committee reports to Town Meeting](#).

### OPEN SPACE AND RECREATIONAL LAND

**Robbins Farm Park Field & ADA Renovation (FY2017) \$636,749**

*Town of Arlington Park and Recreation Commission.*

Purpose: Playing field rehabilitation/upgrades and ADA access renovation of Robbins Farm Park.

Status: Renovation completed and field re-opened for use.

**Spy Pond Edge & Erosion Control Phase I (FY2017) \$49,760**

*Town of Arlington Conservation Commission*

Purpose: Study options for shoreline preservation and erosion mitigation in four town-owned parcels of failed shoreline along Spy Pond.

Status: The study phase of this project was completed.

**Spy Pond Edge & Erosion Control Phase II (FY2018) \$552,900**

*Town of Arlington Conservation Commission*

Purpose: Bid documents and construction following Phase I.

Status: Construction will begin in spring of 2019.

**Whittemore Park Revitalization Study (FY2018) \$65,000**

*Town of Arlington Department of Planning & Community Development*

Purpose: Develop a plan for the revitalization of the Town's Common next to the Dallin Museum.

Status: The Whittemore Park Plan was finalized in 2019 and can be accessed on the Town website.

**Mill Brook Linear Park Pilot Study (FY2018) \$56,783**

*Mystic River Watershed Association (MyRWA)*

Purpose: Pilot study to determine whether a linear pathway along the brook could be established, including public outreach and an environmental assessment.

Status: The Study was completed and can be accessed on the Town website and Mystic River Watershed Association website.

**Arlington Reservoir Master Plan & Survey (FY2018) \$100,000**

*Town of Arlington Park and Recreation Commission; Conservation Commission*

Purpose: Master plan, ecological assessment and land survey of the Arlington Reservoir.

Status: The Master Plan was finalized in May 2018 and can be accessed on the Town website.

**Hardy Elementary School Playground Study and Plans (FY2019) \$39,500**

*Arlington Public Schools*

Purpose: Produce a comprehensive recreation study and plans for playground needs at Hardy School.

Status: The design process is currently underway.

**Arlington Reservoir Design and Engineering and Phase I Construction (FY2019) \$991,000**

*Town of Arlington Park and Recreation Commission; Conservation Commission*

Purpose: Proceed with construction to address the most urgent needs of the Reservoir. The primary focus is on replacing the pump and filtration equipment and renovating the pump house. Phase I also includes a pilot area of perimeter trail improvements.

Status: The design and engineering for Phase I has been completed. Phase I construction is currently in the bidding process.

**Mill Brook Linear Park Pilot Phase II (FY2019) \$172,523**

*Mystic River Watershed Association (MyRWA)*

Purpose: Produce a design and revitalization plan for the town-owned Wellington Park area (including 100% design and construction documents).

Status: The Phase II CPA grant was leveraged to secure a \$399,260 Municipal Vulnerability Preparedness Action Grant to fund construction, which is slated to begin in spring of 2019.

**HISTORIC PRESERVATION**

**Whittemore-Robbins Carriage House (FY2017) \$289,000**

*Arlington Department of Health and Human Services and the Arlington Historical Commission.*

Purpose: Rehabilitate and preserve the Whittemore-Robbins Carriage House, an original part of the historic estate.

Status: Project completed.

**Jason Russell House (FY2017) \$35,000**

*Arlington Historical Society*

Purpose: Preservation work and an engineering assessment of this treasured historic site.

Status: Study completed, producing a multi-year preservation plan. Construction completed. CPA funding directly leveraged a \$25,000 state matching grant for the project.

**Schwamb Mill Barn (FY2017) \$20,000**

*Schwamb Mill Preservation Trust*

Purpose: New roof to protect the historically important barn outbuilding in the complex.

Status: Completed on budget. The CPA project directly stimulated \$14,000 in private donations for additional preservation work on the adjacent dry house outbuilding.

**Robbins Town Garden Water Features (FY2018) \$643,213**

*Town of Arlington Historic Commission/Friends of the Robbins Town Hall Garden*

Purpose: Restoration of the reflecting pool and fountain in the Town Garden between the Robbins Library and Town Hall.

Status: Restoration has been completed, and a ribbon-cutting ceremony will be held in May 2019.

**Old Burying Ground / Mt. Pleasant Cemetery (FY2018) \$64,920**

*Town of Arlington Historic Commission and Cemetery Commission*

Purpose: Comprehensive preservation plan for the Old Burying Ground on Pleasant Street, and to survey the condition of several historic tombs in Mt. Pleasant Cemetery for preservation planning and structural stability.

Status: Preservation plan finalized. CPA funding to commence restoration work is requested for FY2020.

**Update Historic Resources Inventory (FY2018) \$115,000**

*Town of Arlington Department of Planning and Community Development; Historical Commission*

Purpose: Update the town's Inventory of Historically or Architecturally Significant Properties and prepare a Community-Wide Historic Preservation Survey Master Plan.

Status: Phase 1 of the project was completed in September 2018 when 135 new properties were added to the inventory. Phase 2, which includes preparation of the Survey Master Plan to guide future historic preservation efforts, will be completed in spring of 2019. [38% expended]

**Restoration of the Jason Russell House (FY2019) \$72,348**

*Arlington Historical Society*

Purpose: Further structural repair of the Jason Russell House as well as envelope restoration and sprinkler and electrical upgrades.

Status: CPA funding was leveraged to secure an additional \$25,000 state matching grant. Construction is underway with completion anticipated in summer of 2019. [0% expended].

**Preservation of Exterior Envelope of Old Schwamb Mill (FY2019) \$82,000**

*Schwamb Mill Preservation Trust*

Purpose: Historically accurate preservation of window sashes, window sills, exterior clapboards, doors, and trim, as well as repairs of the brick foundation in damaged areas.

Status: Construction is underway. [43% expended]

## COMMUNITY HOUSING

**Drake Village Window Replacement (FY2017) \$200,000**

*Arlington Housing Authority*

Purpose: Help replace leaking windows at Drake Village.

Status: Project completed; \$2.1m in state and federal funds leveraged with local CPA & CDBG funds.

**Kimball Farmer House (FY2017) \$200,000**

*Housing Corporation of Arlington*

Purpose: Support the creation of three units of new affordable housing in Arlington.

Status: Project completed, units occupied.

**20 Westminster (FY2018) \$500,000**

*Housing Corporation of Arlington*

Purpose: Support the creation of nine units of affordable housing in the historic church and former nursery school building at the corner of Westminster and Lowell Streets. Local CPA funds were leveraged to obtain \$1.3m in federal funds and \$364k in State Historic Tax Credits.

Status: Construction is underway with completion anticipated in summer of 2019. [20% expended]

**Downing Square Broadway Initiative (FY2018) \$100,000**

*Housing Corporation of Arlington*

Purpose: Support the creation of 34 affordable housing units in two buildings, one at the corner of Lowell Street and Park Avenue extension (six units), and one farther along Lowell Street, running parallel to the Minuteman Bike Path (28 units).

Status: The remainder of the project financing was recently awarded by DHCD; local funding commitments including CPA were noted in the selection of this project for Federal and State Low Income Housing Tax Credits totaling over \$10m over the next 10 years; construction is expected to begin in summer of 2019. [0% expended]

**Downing Square Broadway Initiative (FY2019) \$500,000**

*Housing Corporation of Arlington*

Purpose: Support the creation of 48 affordable housing units in two sites, one with two buildings at Downing Square (6 units in one building, 28 units in the other), and one along Broadway (14 units).

Status: The remainder of the project financing was recently awarded by DHCD; local funding commitments including CPA were noted in the selection of this project for Federal and State Low Income Housing Tax Credits totaling over \$10m over the next 10 years; construction is expected to begin in summer of 2019. [0% expended]

## **7. Recommended CPA Projects (FY2020)**

The Committee is pleased to recommend the following eight projects for FY2020 funding.

### **OPEN SPACE AND RECREATIONAL LAND**

**Arlington Reservoir Phase II Construction**

*Town of Arlington Recreation Department*

Recommended funding: \$500,000

The Arlington Reservoir is a special place to many residents, providing both active and passive recreational opportunities in its water. After considerable time and effort analyzing and studying the Arlington Reservoir on the part of the Park and Recreation Commission, Open Space

Committee, Conservation Commission, and Reservoir Committee, it has been determined that the Reservoir is in need of considerable upgrades.



The Recreation Department is currently working on Phase I of the project which will upgrade the pump systems and pump building, and implement a pilot of trail improvements. This project would continue Phase I and commence Phase II. Among the improvements planned for Phase II are: Trail and Perimeter Improvements, Improvements to Environmental Conditions, Bath House Renovations, Parking Lot and Fence Improvements, a Boat Ramp, Beach Infrastructure Improvements, Signage, and many other renovation considerations.

## **North Union/Thompson Playground Reconstruction**

*Town of Arlington Recreation Department*

Recommended funding: \$125,000

The North Union Playground is a playground in East Arlington, and one of the most heavily used in the town. The equipment was installed in 1996, has reached its useful life expectancy, and is in need of repair and replacement. The surfacing of the playground has failed and must be addressed. This project would support the replacement of the play equipment and surfacing, as well as the landscaping, path connections, and furnishings of the playground. Representative Garballey has secured \$100,000 from the state budget for the project, and the town is supplying \$200,000 in additional funds from FY2020 Community Development Block Grant monies. Over 100 residents have mobilized to support the project.



## **Study of Spy Pond Field Bleachers**

*Town of Arlington Department of Public Works*

Recommended funding: \$53,000

The Spy Pond Field is a multi-use sports and recreational venue which hosts baseball, soccer and lacrosse. The original concrete bleacher construction dates back to 1910, and the facility is in a significant state of disrepair. In 2014, a structural engineering consultant, expert in the restoration of concrete structures, concluded that the structure



would cost between \$468,000 and \$840,000, not including the cost of making the facility ADA-compliant. Before moving forward with the restoration, this project would study the current use and needs of the recreational facility and structure. This project will assemble key stakeholders, including High School Athletics, Recreation Department and Park and Recreation Commission, and hold three public meetings for input from the surrounding neighborhood and larger community, in order to map the desired future of the facility. The project will also engage a historic resources consultant to complete a Massachusetts Historical Commission Inventory Form “B” and seek consultation with the Arlington Historical Commission.

## HISTORIC PRESERVATION

### Whittemore Park Revitalization Project – Phase 1

Town of Arlington Department of Planning and Community Development

Recommended funding: \$540,429



*Concept map of the proposed project phases. This appropriation would fund Phase 1.*

The Whittemore Park was created in 1989 when the Jefferson Cutter House was moved to its present site at the corner of Massachusetts Avenue and Mystic Street. The Jefferson Cutter House was added to the National Register of Historic Places in 1992 for its "association with one of Arlington's founding families" and as a "distinguished example of early 19th-century domestic architecture." The park itself contains a small section of railroad track, the remains of a railroad line built around 1846. Today the park and its parking lot are located at the heart of the town and hosts many community and arts-related events throughout the year. FY18 CPA funds were used to devise the [plan for this project](#). The requested funds would provide for the implementation of the first phase of the revitalization plan of the park.

The improvements planned for the first phase are renovations to the park portion of the property in front of the Jefferson Cutter House: creation of a circuit path, work on the trees of the park, renovations to the rail corridor, and improvements to the central lawn (see illustration next page). Future phases would cover new accessible paths, improvements to the rear stairway, replacement of an existing side garden, creation of a new pedestrian plaza and more. The finalized plan would be developed in consultation with the Redevelopment Board, Arlington Historical Commission, and Massachusetts Historical Commission and ultimately presented to the Select Board at a public meeting for approval before construction commences.



*Walkway concept from the Whittemore Park Phase 1 project plan.*

**Tercentenary Marker Restoration**

*Town of Arlington Town Manager's Office*

Recommended funding: \$3,500

Arlington is home to two historical markers erected in 1930, the tercentenary of the foundation of the Massachusetts Bay Colony. One of these signs marks the property of the Jason Russell House, and the other marks the site of a road that led to Captain George Cooke's grist mill, the first built in the area. The sites have notable historical value in the context of Arlington's early history as a milling village implicated in Revolutionary history, and the signs themselves provide insight into the historical attitudes of the 1930s by the inscriptions on them. However, both signs have fallen into disrepair, with major corrosion and paint loss visible on the markers and their posts. This project would repair and preserve these public monuments to Arlington's history and historiography through anti-corrosion action and repainting of the markers and supporting posts.

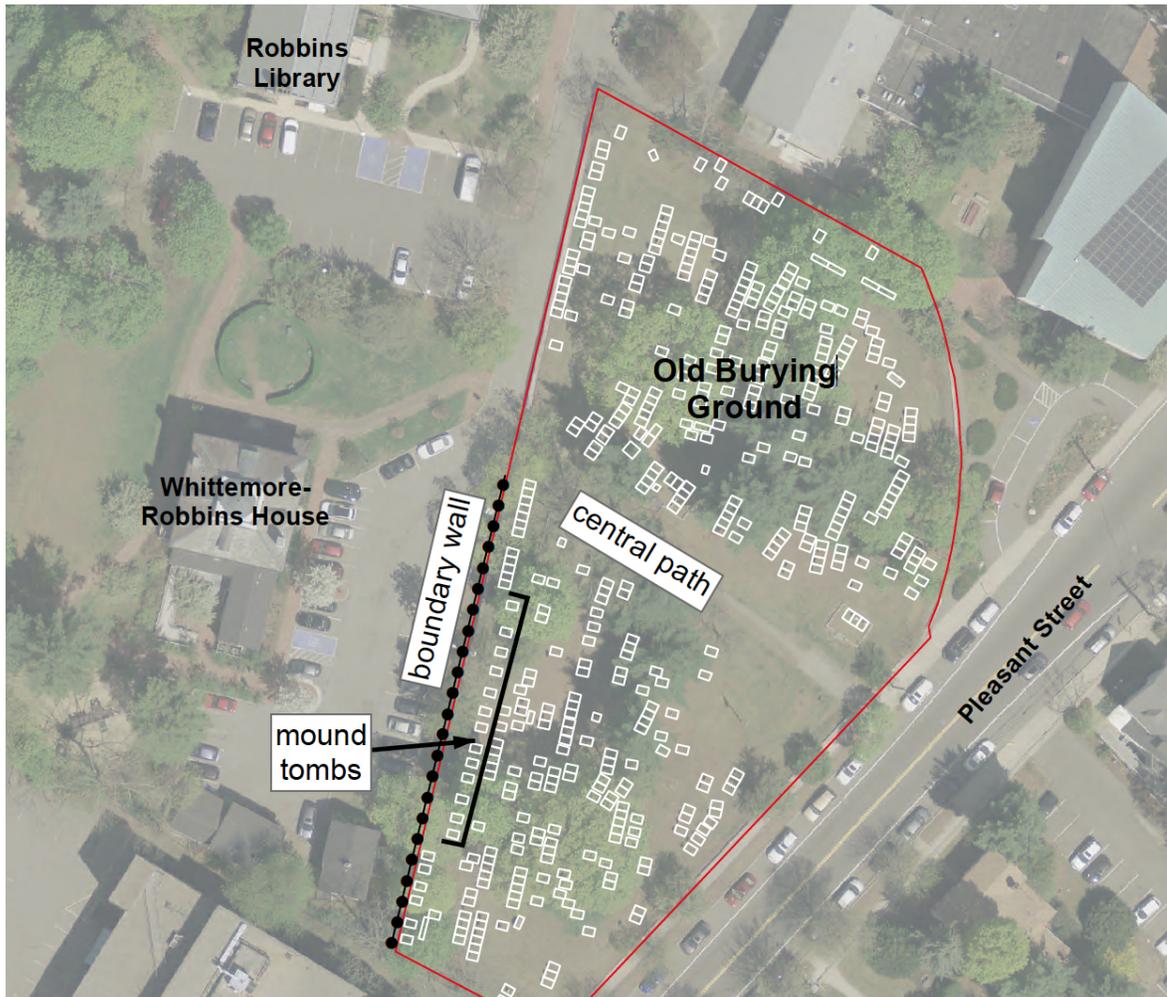


*The tercentenary marker located at the corner of Mass. Ave and Water St.*

## Old Burying Ground Restoration - Phase I

*Town of Arlington Cemetery Commission and Town of Arlington Historical Commission*

Recommended funding: \$379,144



The Old Burying Ground is a historic cemetery in Arlington that was in use from 1736-1843. It contains numerous historical graves and tombs from this time period, perhaps the most notable being the 19-foot tall stone obelisk marking the tomb of the minutemen killed in the Battle of Menotomy. This project would repair/rebuild the section of perimeter wall behind the Whittemore Robbins Cottage from the boundary of the Verizon property to the opening on Peg Spengler Way. This section of wall abuts a row of mound tombs and is the first priority due to its advancing state of disrepair and possibility of collapse.

## **Whittemore Robbins Cottage Exterior Rehabilitation**

*Town of Arlington Department of Health and Human Services*

Recommended funding: \$154,000

The Whittemore Robbins cottage is one of three structures within the Whittemore Robbins Estate which was built in the early 1800s, and moved to their present location in 1890 to make space for the Robbins Library. In 1997, the main Whittemore Robbins mansion, the home of the Arlington Youth Counseling Center, was rehabilitated. In 2017, the Whittemore Robbins Carriage House exterior was rehabilitated through CPA funding, and this project seeks to perform the same work on the adjacent Cottage, which has fallen into disrepair. Through the Arlington Capital Budget process, the Health and Human Services Department will also be seeking funds to rehabilitate the interior of the building through the addition of new offices and restrooms due to increasing demands on the building by the Arlington Youth Counseling Center and events held in the nearby area.



## COMMUNITY HOUSING

### **Winslow Towers Building Envelope Repairs**

*Arlington Housing Authority*

Recommended funding: \$500,000

Winslow Towers is a 13-story building owned and operated by the Arlington Housing Authority and provides 132 units for elderly/disabled residents. Currently, there are active water leaks through the enclosure in multiple units, resulting in certain units being rendered uninhabitable. A study has been completed and the total project cost is



estimated at \$2 million. This project would address water infiltration through façade repairs, window and sealant replacement. CPA funding would be matched with Arlington Housing Authority operating reserves and be used to leverage significant funding from the Commonwealth's Department of Housing and Community Development through the High Leverage Asset Protection Program.

## **8. CPA Budget for FY2020**

The table on the next page shows anticipated CPA revenues and recommended expenditures for FY2020, which begins July 1.

### CPA Revenues and Other Available Funds

As with the operating and capital budgets, Town Meeting appropriates CPA expenditures primarily from anticipated revenues for the coming fiscal year (est. \$1,614,915). Those revenues, which the Committee estimates very conservatively, are comprised of local receipts from the CPA property tax surcharge, and annual matching grant distributions from the state CPA trust fund.

Town Meeting may also appropriate CPA project funds from the unrestricted CPA fund balance, if any exists. The current balance (\$745,315) is largely comprised of prior years' CPA revenues that Town Meeting decided not to spend and instead reserved for future CPA projects. The remainder of the balance consists of surplus revenues in excess of budgeted projections, plus unused funds from prior years' administrative expense appropriations.

### CPA Expenditures

The committee is recommending a FY2020 CPA budget of \$2,299,483, comprised of \$2,255,073 for eight CPA projects, and \$44,410 for the CPA administrative expenses account. As detailed in the recommended votes on page 13, the source for these appropriations includes \$745,315 from the unrestricted CPA fund balance, since this year's budget exceeds anticipated revenues.

The eight recommended CPA projects are detailed in the prior section. All CPA awards to non-Town entities require a grant agreement between the Town and the awardee specifying terms and conditions required by the Committee or otherwise required by the Town. Funds for CPA projects are progressively disbursed upon documentation of actual expenses incurred. Undisbursed funds remaining after the completion of a project return to the local CPA fund balance for future CPA project appropriation by Town Meeting.

The CPA committee is requesting 2.75% of projected CPA revenues to appropriate for CPA administrative expenses. The CPA Committee, which controls these funds, treats this account as a reserve to be used only as necessary. By law, and has been done in years past when 5% was reserved for administrative purposes, the unspent balance is returned at the end of each fiscal year to Arlington's CPA fund for future projects. The purpose of the administrative expenses account is to protect the town's operating budget from CPA operating costs wherever allowed by law. Depending on the projects brought before the committee, such expenses could include signage and plaques, legal consultation, environmental or land surveys, or other due diligence required of the committee to vet proposed CPA projects or administer funded ones. The CPA committee also requires staff support for administering the CPA program; using CPA administrative funds for this purpose avoids unnecessary use of the operating budget for town employee time.

## FY2020 CPA Budget

### FY20 AVAILABLE FUNDS (projected)

<b>Estimated CPA Revenues</b>	
FY20 Local CPA tax surcharge receipts (projected)	\$1,458,403
FY20 State matching funds (projected)	\$ 156,512
<b>Total Estimated Revenues</b>	<b>\$ 1,614,915</b>
<b>Additional Available Funds</b>	
Unrestricted CPA fund balance <sup>1</sup>	\$ 745,315
<b>TOTAL AVAILABLE FY20 CPA FUNDS</b>	<b>\$ 2,360,230</b>

### EXPENDITURES & RESERVES

<b>CPA Projects</b>	<b>Open Space &amp; Recreation</b>	<b>Historic Preservation</b>	<b>Community Housing</b>	<b>Other</b>	<b>TOTALS</b>
Arlington Reservoir - Phase 2	\$ 500,000				\$ 500,000
North Union Playground	\$ 125,000				\$ 125,000
Study of Spy Pond Field Bleachers	\$ 53,000				\$ 53,000
Whittemore Park Revitalization - Phase 1		\$ 540,429			\$ 540,429
Tercentenary Marker Restoration		\$ 3,500			\$ 3,500
Old Burying Ground Restoration - Phase 1		\$ 379,144			\$ 379,144
Whittemore Robbins Cottage Exterior Rehabilitation		\$ 154,000			\$ 154,000
Winslow Towers Envelope Repair			\$ 500,000		\$ 500,000
CPAC administrative expenses account				\$44,410	\$ 44,410
<b>TOTAL EXPENDITURES &amp; RESERVES</b>	<b>\$678,000</b>	<b>\$1,077,073</b>	<b>\$500,000</b>	<b>\$44,410</b>	<b>\$2,299,483</b>

% of total expenditures and reserves by category <sup>2</sup> 29% 47% 22% 2% 100%

<sup>1</sup> The unrestricted CPA fund balance is comprised of \$475,801 in CPA funds reserved by Town Meeting for future appropriation, project turnbacks, delinquent collections, and interest; \$55,285 in unspent funds from the FY18 CPAC administrative expenses account; \$98,344 in surplus FY18 local CPA tax receipts and state matching funds that exceeded budget projections; and \$115,885 in surplus FY19 state matching funds that exceeded budget projections. FY19 turnbacks and surplus revenues will be added to the CPA fund balance at fiscal year closeout but are not yet available for appropriation.

<sup>2</sup> Administration expense funds requested are 2.75% of the next fiscal year revenues (not total funds available).

## 9. Recommended Votes – Article 68

### ARTICLE 68

#### APPROPRIATION/ COMMUNITY PRESERVATION FUND

To see if the Town will vote to make appropriations from the Community Preservation Fund for eligible community preservation projects; for community preservation reserve accounts for historic preservation, open space and recreation, and affordable housing; for Community Preservation Committee administrative expenses or other eligible expenses; or take any action related thereto. (Inserted at the request of the Community Preservation Committee)

VOTED:

(1) That the Town take the following actions regarding dedicated CPA project area reserves:

**(a) Transfer the sum of \$161,492 from FY2020 Community Preservation Fund revenues to a CPA Open Space and Recreation Reserve account, for later Town Meeting appropriation for open space and recreational land purposes;**

**(b) Transfer the sum of \$161,492 from FY2020 Community Preservation Fund revenues to a CPA Community Housing Reserve account for later Town Meeting appropriation for community housing purposes; and**

**(c) Transfer the sum of \$161,492 from FY2020 Community Preservation Fund revenues to a CPA Historic Preservation Reserve account for later Town Meeting appropriation for historic preservation purposes.**

COMMENT:

These accounting transfers, taken immediately prior to the CPA project appropriation votes that follow, ensure that the Town complies with the legal requirement to either appropriate or reserve at least 10% of estimated annual CPA revenues (est. \$1,614,915).

Although the transferred funds are immediately recommended for appropriation in their entirety in the following CPA project votes, this action ensures that the Town maintains compliance should Town Meeting reduce or reject the recommended appropriations, or does not become retroactively out of compliance with state law should any approved project not proceed as planned.

(2) That the Town take the following actions to appropriate funds for FY2020 CPA projects, with each project considered a separate appropriation:

**(a) Appropriate the sum of \$500,000 for the *Arlington Reservoir Phase 2 Construction* project for the preservation of open space and the rehabilitation of recreational land, with \$161,492 being appropriated from the CPA Open Space and Recreation Reserve account, and \$338,508 being appropriated from the unrestricted Community Preservation Fund balance, said funds to be expended under the direction of the Park and Recreation Commission and the Community Preservation Committee;**

**(b) Appropriate the sum of \$125,000 from FY2020 Community Preservation Fund revenues for the *North Union/Thompson Playground Reconstruction* project for the rehabilitation of recreational land, said funds to be expended under the direction of the Park and Recreation Commission and the Community Preservation Committee;**

**(c) Appropriate the sum of \$53,000 from FY2020 Community Preservation Fund revenues for the *Study of Spy Pond Field Bleachers* project for the preservation of open space and the rehabilitation of recreational land, said funds to be expended under the direction of the Department of Public Works and the Community Preservation Committee;**

**(d) Appropriate the sum of \$540,429 from FY2020 Community Preservation Fund revenues for the *Whittemore Park Revitalization - Phase 1* project for the preservation of historic resources, said funds to be expended under the direction of the Department of Planning and Community Development and the Community Preservation Committee;**

**(e) Appropriate the sum of \$3,500 from FY2020 Community Preservation Fund revenues for the *Tercentenary Marker Restoration* project for the preservation of historic resources, said funds to be expended under the direction of the Town Manager's Office and the Community Preservation Committee;**

**(f) Appropriate the sum of \$379,144 for the *Old Burying Ground Restoration - Phase 1* project for the preservation of historic resources, with \$161,492 being appropriated from the CPA Historical Preservation Reserve account, and \$217,652 being appropriated from FY2020 Community Preservation Fund revenues, said funds to be expended under the direction of the Cemetery Commission, the Historical Commission, and the Community Preservation Committee;**

**(g) Appropriate the sum of \$154,000 from Community Preservation Fund revenues for the *Whittemore Robbins Cottage Exterior Rehabilitation* project for the preservation of historic resources, with \$146,448 being appropriated from the unrestricted Community Preservation Fund balance, and \$7,552 being appropriated from FY2020 Community Preservation Fund revenues, said funds to be expended under the direction of the Department of Health and Human Services and the Community Preservation Committee;**

**(h) Appropriate the sum of \$500,000 for the *Winslow Towers Envelope Repair* project for the preservation of community housing, with \$161,492 being appropriated from the CPA Community Housing Reserve account, and \$338,508 being appropriated from the unrestricted Community Preservation Fund balance, subject to the condition that a grant agreement between the Arlington Housing Authority and the Town be executed, said funds to be expended under the direction of the Arlington Housing Authority and the Community Preservation Committee;**

COMMENT:

The Committee recommends the above CPA projects to Town Meeting for FY2020 funding, having carefully vetted each application for compliance with the CPA law, feasibility, importance, cost justification, sustainability and other criteria.

(3) That the Town take the following action regarding administrative expenses:

**Appropriate \$44,410 from Community Preservation Fund revenues to the CPA Administrative Expenses account for eligible FY2020 administrative expenses, such funds to be expended under the direction of the Community Preservation Committee.**

COMMENT: These expenses are explained on page 11.

The Committee's vote on all recommendations was 8-0; there is currently a vacancy on the Committee.

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**Respectfully submitted by:**

Eric Helmuth, Chair

Community Preservation Committee

Eugene Benson	<i>Arlington Redevelopment Board</i>
Eric Helmuth	<i>Select Board appointee</i>
Leslie Mayer	<i>Arlington Park and Recreation Commission</i>
Charlie McCabe	<i>Select Board appointee</i>
Richard Murray	<i>Arlington Housing Authority</i>
JoAnn Robinson	<i>Arlington Historical Commission</i>
Chuck Tirone	<i>Arlington Conservation Commission</i>
Ann Woodward	<i>Select Board appointee</i>

The Committee gratefully acknowledges the indispensable assistance of Jim Feeney, Assistant Town Manager, and Amy Fidalgo, Management Analyst, in administering the CPA program. The Committee also extends its gratitude to Arlington High School intern Felix Moisand for his assistance during the FY20 grant cycle.